

WELCOME LETTER

Wynn Las Vegas
Las Vegas, NV

DEAR EXHIBITOR,

We are pleased to have been selected by Show Management as your Official Service Contractor to assist you in making sure your show participation is successful.

For online ordering go to: <https://xpert.boomerecommerce.com>

This exhibitor kit contains **IMPORTANT** information and order forms on the wide variety of services we offer, please review this kit carefully. If we are to serve you efficiently, it is most important that you fill out these forms and return them to us promptly.

DISCOUNTS on many decorating items and services can be realized if your orders are placed by the discount deadline dates. Please see order forms for applicable deadline dates.

XPERT EXPOSITION SERVICES requires payment in full at the time services are ordered. Purchase Orders are not considered advance payment. You can make payment by check, wire transfer or credit cards, we accept Visa, MasterCard, Diners and American Express. A credit card authorization form is enclosed for your convenience. This will be used to charge labor and material handling services not covered in your advance order. All materials are on a rental basis and remain the property of XPERT EXPOSITION SERVICES.

We realize that exhibiting in a convention can be a complicated and sometimes daunting task. It is our mission to provide you with a seamless planning process, a supporting infrastructure and be a solid information resource that will result in the successful execution of your event. Our customer service department is available to assist you with your needs prior to the event by calling 855-677-EXPO(3976) 8am – 5pm (PST) Monday – Friday or e-mail us at exhibitorservices@xpertexpo.com. Also you can visit us at show site at the Xpert Exposition Services Desk.

We look forward to serving you!

Sincerely,

XPERT EXPOSITION SERVICES

IMPORTANT: If this kit has been addressed to an individual not responsible for exhibit arrangements, PLEASE FORWARD IT TO THE APPROPRIATE PARTY PROMPTLY.

TABLE OF CONTENTS

General Show Information

Critical Show Information
Online Ordering Information

Payment Information

Payment Options & Policy
Payment Authorization

Show-site Venue & Advance Warehouse Location

Shipping Addresses
Advance Shipping Labels
Direct Shipping Labels
XSS Freight
Material Handling Costs
Material Handling Authorization
Material Handling Policy
Material Handling Helpful Hints

Labor

Booth Labor
Outbound Shipping Instructions
Exhibitor Appointed Contractor Form
Sample Certificate of Insurance
Forklift Labor
Booth Cleaning

Xpert Furniture & Accessories

Standard Furniture Brochure
Standard Furniture Order Form
Furniture Accessories Order Form
Booth Carpet Order Form
Showcase Order Form

Booth Rentals

Booth Rental Brochure
Booth Rental Order Form
Booth Accessories Order Form

Custom Graphics

Custom Signage Order Form

Rules & Regulations

Union Guidelines
Fire & Safety
Terms & Conditions

Facility Services

EDLEN
Electrical
WYNN Services
Preferred Vendors
Business Center Package Handling
Business Center Equipment Rental
Audio Visual
Voice
Internet
Floral
Smart Source
Audio Visual
Spring Valley Floral
Cort Furniture Rental

Lead Retrieval

Capture Technologies
Lead Management Order Form

CRITICAL SHOW INFORMATION

Wynn Las Vegas Las Vegas, NV

Booth Information

Booth Package Includes:

8' high back drape (cream/burgundy)
3' high side drape (cream)
1 - 6' draped table (burgundy), 2 side chairs,
1 - wastebasket and 1 - 7"x44" ID sign
(**Free booth package order form must be submitted by 10/10/2015 to Xpert @ 702-248-8002 or exhibitorservices@xpertexpo.com)**

Table Top Package Includes:

8' high back drape and side drape (cream)
1 - 6' draped table (burgundy), 2 - side chairs
1 - wastebasket, 1 - 7"x44" ID sign

Aisle Carpet:

Facility Carpet (multi-colored)

Exhibit Hall Hours

Exhibitor Installation:	Saturday, October 31	1:00 pm-5:00pm
	Sunday, November 1	6:00am-3:30pm
Empties Ready for P/U:	Sunday, November 1	1:00pm (no exceptions)
All Out (Hall Cleared):	Sunday, November 1	3:30pm
Show Hours:	Monday, November 2	7:00am-4:30pm
	Tuesday, November 3	9:15am-4:00pm
	Wednesday, November 4	10:00am-5:15pm
Exhibitor Dismantle:	Wednesday, November 4	5:30pm-9:30pm
	Thursday, November 5	12:30pm-7:00pm
All Out:	Thursday, November 5	7:00pm

Exhibitor dismantle cannot take place prior to 5:30pm on Wednesday or before 12:30pm on Thursday

Carriers must check in no later than 8:00 PM on Wednesday, November 5 for freight pick up, or Thursday, November 6 carriers will NOT be able to check in until 12:00pm and no later than 6:00pm for freight pick up

Shipping Information

Advance Warehouse:

All materials shipped in advance to the warehouse must arrive by 10/28/2015.

c/o ESS
3455 W Sunset Rd Suite L
Las Vegas, NV 89118

Direct to Show Site

BCH'5 J5=6 @ : CF H<=G'9 J9 BH'

Due to time constraints exhibit floor must be set by **3:30 pm**, Sunday, November 1

Important Dates / Deadlines

First day advance freight accepted:

9/28/2015

BOOTH PACKAGE ORDER FORM

10/10/2015

Discount price deadline for booth/furniture

10/16/2015

Last day advance freight accepted

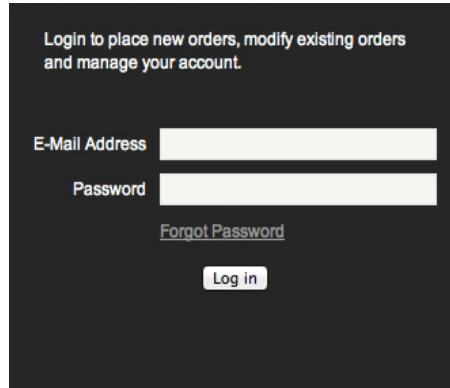
10/28/2015

ONLINE ORDERING INSTRUCTIONS

There are two options for accessing our convenient and secure online ordering system.

1. If you are the main contact provided to Xpert by your show management team, check your email, including your junk folder, for a direct link to <https://xpert.boomerecommerce.com>, our online ordering system. This Exhibitor Services email will provide the necessary login information needed to get started.

Enter your email address and password here:



The image shows a dark-themed login interface. At the top, a message reads: "Login to place new orders, modify existing orders and manage your account." Below this are two input fields: "E-Mail Address" and "Password". Underneath the password field is a "Forgot Password" link. At the bottom is a "Log in" button.

Copying and pasting the password is suggested to eliminate errors.

-or-

2. Go to our website at www.xpertexpo.com

Click on **Xpert Online Ordering** If you are not the main contact provided for the exhibiting booth, please click on **Register Now** You will be required to supply both your company name and zip code to gain access and start placing orders.

Once you have located your company and set up your contact information, click on **Shop Now** in the "My Events" column next to the event you would like to place an order for.

Your shopping cart can be viewed by clicking **0 item(s) in your cart** in the upper right hand side of the screen, at any time during the ordering process.

Helpful Hints:

If you would like to remove an item from your shopping cart, click the **X**.

Special instruction can be added to clarify your order by clicking **Add Instruction** under any items ordered.

Change color of carpet, drape, or skirt or any required selections during ordering, click on **Edit Attributes** and proceed with changes.

After your order has been processed, you will have ability to attach any floor plans, set up instructions, or notes you feel necessary under **Available Options for your order #**

PAYMENT OPTIONS & POLICY

Payment Options

Please note, we require a valid Credit Card on file regardless of your preferred method of payment.

Payment by Credit Card

For your convenience, we accept MasterCard, Visa and American Express. Please submit your credit card information online or complete and submit Xpert's Payment Authorization form along with your orders when you are faxing or mailing them in. Credit Cards submitted are subject to charge for all goods and services provided by Xpert Exposition Services.

Payment by Company Check

Please mail your check along with your order forms to Xpert Exposition Services at the address listed below. If you are faxing your order forms, please include a signed Payment Authorization form and a photocopy of your check. Your orders will be processed immediately upon receipt of your original check. Checks must include Exhibiting Company Name, Booth number and Name of Show.

Payment by Third Party

If Xpert will be invoicing a third party, please complete and submit the Payment Authorization form. Please note, the exhibiting firm is ultimately responsible for payment of all charges by show conclusion should the third party default on payment. Exhibiting Company Credit Card is required.

Payment by Wire Transfer

Please call 702-248-8007 or email exhibitorservices@xpertexpo.com for wire transfer information.

International Exhibitors

International Exhibitors must make payment to Xpert for all amounts due in U.S. funds prior to show closing.

Payment Policy

General

In order for us to process your orders, we must have a valid Credit Card on file and full payment in advance of the show. Invoices showing activity to date will be prepared at the Xpert Service Desk for your review at show site. Final invoices can be requested via e-mail 14 days after show close.

Tax Exempt Status

If you claim tax exempt status, please submit a copy of your Tax Exempt Certificate issued by the federal government or state in which your event is taking place with your initial order.

Third Party Payment

Each exhibiting company is ultimately responsible for all charges incurred on its behalf. Xpert Exposition Services reserves the right to institute collection action against the exhibitor if the authorized third party does not pay (see third party payment).

Credits for Billing Discrepancies

Any requests for credits related to billing discrepancies must be addressed with Xpert within 30 days from the close of the show.

Discount Pricing

To qualify for discount prices, full payment must be included with your order on or before the discount deadline date.

Standard Pricing

Order forms submitted after the advance discount deadline will be processed at the standard prices.

Cancellation of Items or Services

Twenty-four hour notice is required for cancellation of labor services. If such notice is not provided, a one hour minimum per laborer ordered will be charged. Items cancelled prior to exhibitor move in will not be charged, items cancelled after exhibitor move in begins will be charged at 50% of the price of the item.

SHIPPING ADDRESSES

Wynn Las Vegas
Las Vegas, NV

Advance Shipments to Warehouse

To: (Exhibiting Company and booth number)

For: **Vascular Interventional Advances**

c/o ESS
3455 W. Sunset Rd, Suite L
Las Vegas, NV 89118

Direct Shipment to Show Site

NOT AVAILABLE FOR THIS EVENT

Advance shipments are accepted from 9/28/2015 through 10/28/2015.

**ADVANCE
SHIPMENT**



From:

Vascular Interventional Advances

To: ESS

3455 W Sunset Road Ste. L
Las Vegas, NV 89118

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A *RUSH*
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Vascular Interventional Advances

To: ESS

3455 W Sunset Road, Ste. L
Las Vegas, NV 89118

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A *RUSH*
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Vascular Interventional Advances

To: ESS

3455 W Sunset Road, Ste. L
Las Vegas, NV 89118

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A *RUSH*
EXHIBIT MATERIAL**

**ADVANCE
SHIPMENT**



From:

Vascular Interventional Advances

To: ESS

3455 W Sunset Road, Ste. L
Las Vegas, NV 89118

Company Name: _____

Booth Number: _____

Piece # _____ of _____

**A *RUSH*
EXHIBIT MATERIAL**

EFS knows tradeshow shipping and our 21st century approach allows you to tailor a shipping plan that meets your specific needs. We can help you to, between and from any shows, ANYTIME AND ANYWHERE.

TO SHOWS:

- Full coverage of North America = pickups anywhere
- Special needs? Liftgate? Residential pick-up? Need an appointment? Just ask
- In-transit tracking = assurance of on-time delivery
- Preferred carrier status = your shipment is in your booth before you are

BETWEEN SHOWS:

- All-in caravan rates include freight cost, fuel, storage, and show site delivery
- No added wait time charges at delivery

FROM SHOWS:

- Book your outbound shipment before the show and we will have your Material Handling Agreement (MHA) at the service desk
- Ship prepaid or collect to a customer at the same low show rates

We track your shipment during transit and handle all communications needed for on-time delivery...SO YOU DON'T HAVE TO!

IT'S EASY TO GET STARTED

- Visit our website, www.exhibitfreight.com
- Login to your account to get a quick quote
- Set up and print inbound and/or outbound shipping documents



QUESTIONS?

**Contact one of our dedicated trade show experts toll-free at
800-382-7700 or email contact@exhibitfreight.com**

MATERIAL HANDLING COSTS

Company Name

Booth Number

Contact Person

E-Mail

Advance Shipments to Warehouse

Crated

Shipment Weight _____ cwt x \$118.00 per 100
lbs.** = \$_____

Crated Additional Handling*

Shipment Weight _____ cwt x \$144.00 per 100 lbs.**
= \$_____

* Uncrated shipments will NOT be accepted at the Advance Warehouse.

**200 lb. minimum

Rate Classifications

Crated - Material that is skidded or in any type of shipping container that can be unloaded at the dock with no additional handling required.

Additional Handling - Material delivered by a carrier in such a manner that it requires additional handling, such as ground loading/unloading, stacked or constricted space loading/unloading, designated piece loading/unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation (including weight tickets) and shipments that require additional time, equipment or labor to unload. Federal Express, UPS, & DHL are included in this category due to their delivery procedures.

Uncrated - Material that is shipping loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

Small Packages - A shipment of any number of pieces with a combined weight not to exceed 50 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

Direct to Show Site

BCH'5 J5-@ 6 @ : CF 'H-G'9 J9 BH'

Due to time constraints exhibit floor must be set by 3:30 pm, Sunday, November 1

Additional Fees May be Applicable

Off-Target - Direct Shipments that do not arrive on the date or time assigned, will be charged an additional 30% per cwt.

Late to Warehouse Fee - Shipments arriving after "date" will be charged an additional 30% per cwt.

Early Shipments to Warehouse - Any shipment arriving prior to "date" will be charged an additional 30% per cwt.

Shipments Returned to Warehouse - Shipments returned to the warehouse at close of the show will be charged an additional \$50 per cwt (1,000 lb. minimum). Shipments not picked up from the warehouse within 72 hours will be charged for storage.

Cost Estimate

Material Handling	\$
Estimated Additional Charges	\$
Total Estimated Material Handling	\$

MATERIAL HANDLING AUTHORIZATION

Company Name

Booth Number

Advance Shipments to Warehouse

Crated

Shipment Weight _____ cwt x \$118.00 per 100 lbs.**
= \$ _____

Crated Additional Handling*

Shipment Weight _____ cwt x \$144.00 per 100 lbs.**
= \$ _____

* Uncrated shipments will NOT be accepted at the Advance Warehouse.

**200 lb. minimum

Direct to Show Site

BCH5J5-@6@:CFH-G9J9BH

Due to time constraints exhibit floor must be set by 3:30 pm, Sunday, November 1

Rate Classifications

Crated - Material that is skidded or in any type of shipping container that can be unloaded at the dock with no additional handling required.

Additional Handling - Material delivered by a carrier in such a manner that it requires additional handling, such as ground loading/unloading, stacked or constricted space loading/unloading, designated piece loading/unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation (including weight tickets) and shipments that require additional time, equipment or labor to unload. Federal Express, UPS, & DHL are included in this category due to their delivery procedures.

Uncrated - Material that is shipping loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

Small Packages - A shipment of any number of pieces with a combined weight not to exceed 50 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

Additional Fees May be Applicable

Off-Target - Direct Shipments that do not arrive on the date or time assigned, will be charged an additional 30% per cwt.

Late to Warehouse Fee - Shipments arriving after "date" will be charged an additional 30% per cwt.

Early Shipments to Warehouse - Any shipment arriving prior to "date" will be charged an additional 30% per cwt.

Shipments Returned to Warehouse - Shipments returned to the warehouse at close of the show will be charged an additional 30% per cwt (1,000 lb. minimum). Shipments not picked up from the warehouse within 72 hours will be charged for storage.

By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

X

AUTHORIZED SIGNATURE

AUTHORIZED NAME (please print)

DATE



MATERIAL HANDLING POLICY

Weight Tickets

In the event that no weight is indicated on the delivery documents presented, Xpert shall estimate the weight, and charges shall be based upon the estimates. The estimated weight shall be final and binding if actual scale weight figures are not submitted prior to the close of the show. All shipments received at the warehouse and show site are subject to re-weigh.

Inbound Shipment(s)

Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of exhibitor or his/her representative. During this time the materials will be left unattended. Xpert Exposition Services will not be responsible or liable for any loss, damage, theft, or disappearance of exhibitor's material after it has been delivered to the exhibitor's booth. Xpert Exposition Services recommends hiring security services from the facility or Show Management.

Outbound Shipment(s)

Consistent with trade show industry practices, there may be a lapse of time between the completion of packing and actual pick up of materials from the booths for loading onto a carrier. During this time the materials will be left unattended. Xpert Exposition Services will not be responsible or liable for any loss, damage, theft, or disappearance of exhibitor's material between the time it is packed and when it is picked up and loaded. Xpert highly recommends hiring security services from facility or Show Management. All Material Handling Agreements submitted to Xpert by the exhibitor will be checked at the time of pick up from the booth, and corrections will be made where discrepancies exist between the quantities of items on the form submitted to Xpert and the actual count of such items in the booth at the time of pick up. Material Handling Forms covering outgoing shipments that are furnished to Xpert by exhibitors will be checked at the time of actual pick up from booth and corrections made where discrepancies occur. Xpert shall not be responsible for loss, damage, or delay due to fire, acts of God, strikes, lockouts, or work stoppages of any kind or for any causes beyond its control. If found liable for any loss, XPERT'S sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S materials and EXHIBITOR'S sole and exclusive remedy is limited to \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,000.00 (USD) per shipment, whichever is less. Xpert shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues or for any collateral costs that may result from any loss or damage to an exhibitor's materials that may make it impossible or impractical to exhibit same. The consignment or delivery of a shipment to Xpert by an exhibitor or by any shipper on behalf of the exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin. It is suggested that exhibitors insure all shipments from the time that they leave exhibitor's company until they are returned from the show. Your insurance carrier can add a rider to your current policy. Shipments left on the show floor without forwarding instructions turned into the Xpert Service Desk, will be shipped on show carrier or returned to warehouse pending re-routing, at the exhibitors expense. No liability will be assumed as a result of such re-routing or handling.

ALL CHARGES ARE THE RESPONSIBILITY OF THE EXHIBITING COMPANY FOR WHOM MATERIALS HAVE BEEN RECEIVED AND HANDLED. XPERT RESERVES THE RIGHT TO SHIP MATERIALS IF CARRIERS DO NOT CHECK IN BY THE APPOINTED DATE AND TIME. XPERT CAN NOT GUARANTEE PICK UP TIMES FOR EXHIBITOR APPOINTED CARRIERS. ALL SHIPMENTS ARE MOVED OUT OF THE EXHIBIT HALL AT XPERT'S DISCRETION.

MATERIAL HANDLING HINTS

The information below summarizes the most commonly asked questions regarding freight/material handling, often referred to as drayage. This can be the most costly budget item for exhibitors. We will try to explain what drayage is and how rates are established, which may help you save money and avoid unnecessary surcharges.

What is “Material Handling/Drayage”? – The term “drayage” is the moving of exhibit materials from one location to another. Whether you ship to the advance warehouse or directly to show site, your materials still need to get to your booth location. Drayage services include the accepting of your material either at the warehouse or at show site, delivery to your booth, storage of empty containers during the show, returning empty containers at the close of the show, picking up your packaged materials, returning them to the dock, and loading on the carrier of your choice.

Can I carry my own materials to my booth? – Usually, an exhibitor may bring in his own materials providing such materials can be hand carried by one person in one trip, without the use of dollies, hand trucks or any other equipment. Read the Union Rules & Regulations for the specific rules regarding the show/facility.

How are rates determined? – Drayage charges are based on a number of factors including Union labor rates, facility dock access, and the show schedule, to name just a few. Xpert Exposition Services is a Union company and therefore must use Union labor to move freight. These rates vary from city to city.

Tips on how you can save money! – Read the shipping and material handling section of your service kit carefully. Be aware of any surcharges that may be assessed for special handling or late shipments. Pay special attention to deadline dates. If you ship in advance to our warehouse and your shipment arrives after the published deadline date, you may be assessed a surcharge. Crated materials are the easiest to unload, therefore, have the least expensive drayage charge. Loose, pad wrapped and uncrated materials require more labor time and therefore may be assessed an additional handling fee. It may be cost effective for you to build crates for any portion of your exhibit that is not crated.

How is the weight of my shipment determined? – Certified weight tickets, which should be attained by all drivers for materials prior to arrival at the warehouse or show site dock, are used to determine billable weight. Xpert Exposition Services reserves the right to determine weights for all shipments for which weight tickets are not provided with delivery. If you would like the materials reweighed by Xpert Exposition Services to verify weights, there will be an additional charge.

Small shipments vs. large shipments: Most all Service Contractors have a minimum of 200 lbs. per shipment. It is best to send your freight as one large shipment versus several small shipments. For instance, if you send one 45 lb. and one 55 lb. package separately, you are charged the minimum on each shipment. If you plan to ship items from various locations, you may want to consolidate them at a central location then forward them to the advance warehouse or directly to show site. However, if you ship your materials in one shipment and the carrier makes multiple deliveries, you will be charged for each delivery to the dock, regardless of whether or not the materials were shipped together as one shipment.

Advance warehouse vs. direct to show site shipments: In general, it is best to ship your materials to the advance warehouse address. The charge for this may be slightly higher than shipping direct to show site but the benefit far outweighs the cost. You can (and should) confirm that we have received your materials well in advance of the show installation; if there is a problem it can then be solved prior to the show. When shipping direct, if there is a problem there is seldom time to resolve the problem prior to show opening. Another advantage to advance shipments is that your materials will be in your booth when you arrive and you can begin installation immediately, thus saving you time and frustration at show site.

Should I insure my exhibit? – The answer is YES! It is your responsibility to make sure your freight is insured from the time that it leaves your office until it returns. A rider to your existing policy can usually do this. Check with your insurance carrier for details.

Finally:

- Always be aware of freight receiving deadlines. You will be assessed a late charge if your shipment arrives after the deadline date. Inform your shipper that all items must arrive prior to a specific date.
- Always ship your materials crated; loose or pad-wrapped items are assessed special handling fees.
- Make sure all materials are labeled properly to avoid any delivery delays. All pieces should have the recipient's name and address, the show name, your company name, and your booth number. Remove old labels after every show to avoid any future confusion. If you are shipping multiple pieces, label them as such: 1 of 4; 2 of 4; 3 of 4; etc.

BOOTH LABOR

Discount Price Deadline 10/16/2015

Company Name

Booth Number

Contact Person

E-Mail

Labor

Starting time is guaranteed only in those instances where labor is requested for the start of the work day; i.e., 8:00 a.m.
Exhibitor must check in at the Xpert Service Desk to notify Xpert that they are ready for labor and upon completion of work. Orders placed after 10/10/2015: Add 30% to hourly rate.

LABOR RATE: \$ 97.50 per man per hour

All rates are charged at a one-hour minimum per laborer, 30 minute increments after the first hour.

Date & Time installation	# of Laborers	Total Hours	Hourly Rate	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
<input type="checkbox"/> Xpert Supervision* on installation labor	_____	_____	_____	_____
dismantle	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
<input type="checkbox"/> Xpert Supervision* on dismantle labor	_____	_____	_____	_____

Total Estimated Costs	\$
------------------------------	----

*Xpert Supervision

Our fee for this service is 50% of exhibitor's total labor bill.

In order to perform the labor without exhibitor's representative present, Xpert must receive detailed set-up instructions (blueprints/floor plans, etc.) with this labor order form.
Exhibitor must also fill out Outbound Shipping Instructions page.

Company Representative

Cell Phone Number

Please note:

Credit Card Authorization must be on file with Xpert before any goods or services will be rendered regardless of your preferred method of payment.
By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Terms and Conditions statements contained herein.

OUTBOUND SHIPPING INSTRUCTIONS

NOTE: ONLY submit if using Xpert Exposition Supervised Labor

Company Name

Booth Number

Contact Person

E-Mail

Outbound Shipping Instructions

Please complete this section only if Xpert Exposition will be supervising booth labor.

At close of show, exhibitor freight will be shipped to the following address:

If your freight is being forwarded to another show, be sure to include the name of show and your booth number.

Company Name / Show

Booth #

Address

City

State

Zip

Country

Attention:

Phone

Fax

SHIPPING METHOD

AIR

Name of Carrier

GROUND

Please note:

If an exhibitor is not using the official show freight carrier, the exhibitor is responsible for arranging for carrier to pick up at close of show.

If no carrier is named or carrier does not show up, Xpert will ship via the official show carrier at exhibitors expense.

Xpert cannot guarantee pick up time for exhibitor appointed carriers. All shipments are moved out of the exhibit hall at Xpert's discretion.

EXHIBITOR APPOINTED CONTRACTOR NOTIFICATION

Exhibiting Company Name

Booth Number

Contact Person

E-Mail

Authorization

Exhibiting Company will be utilizing the services of the following Exhibitor-Appointed Contractor(s) (EACs). Exhibiting Company will notify the EAC that a General Liability Insurance Certificate is required by Show Management no later than 10/15/2015.

EAC COMPANY NAME

EAC CONTACT NAME

STREET ADDRESS

CITY

STATE

ZIP

COUNTRY

TELEPHONE

FAX

EMAIL

Services to be provided

<input type="checkbox"/> All Xpert Services	<input type="checkbox"/> Furniture & Carpet	<input type="checkbox"/> Material Handling	<input type="checkbox"/> Booth Cleaning & Porter Service
<input type="checkbox"/> Booth Labor	<input type="checkbox"/> Other _____		

Is this company authorized to order services on your behalf? YES NO

Is this company responsible for charges incurred for the show? YES* NO

*If yes, both parties must complete and sign the Third Party Payment form.

I hereby authorize the companies noted above to perform services on our behalf. Further, they have been provided with a copy of the Show Management Rules and Regulations as noted in the Exhibitor Contract and this Service Manual and agree to abide by the same.

PRINT NAME

SIGNATURE

DATE

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
01/01/03

PRODUCER

ABC Insurance Agency Fax: (212) 555-6100
 1234 Broker Lane
 New York, NY 10895
 Attn: Joe Agent (212) 555-6102 ext. 1234

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER, THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSUREERS AFFORDING COVERAGE

INSURED

Big Boom Company, Inc.
 1234 Corporate Lane
 New York, NY 10895
 Attn: Joe Smith
 Phone: (212) 555-5349 Fax: (212) 555-9819

INSURER A: Hartford Insurance Company of Illinois

INSURER B: Aetna Casualty & Surety Company

INSURER C: Travelers Insurance Company

INSURER D: Royal Insurance Company

INSURER E:

COVERAGE

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GENERAL AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRJECT <input type="checkbox"/> LOC	000P98298-AI1	01/01/08	01/01/09	EACH OCCURENCE	\$1,000,000
	FIRE DAMAGE (Any one fire)				\$ 300,000	
	MED EXP (Any one person)				\$ 10,000	
	PERSONAL & ADV INJURY				\$1,000,000	
	GENERAL AGGRREGATE				\$2,000,000	
	PRODUCTS-COMP/OP AGG				\$2,000,000	
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	SKLS-029499S	01/01/08	01/01/09	COMBINED SINGLE LIMIT	\$1,000,000
	(Ea accident)					
	BODILY INJURY				\$	
	(Per person)					
	BODILY INJURY				\$	
	(Per accident)					
	PROPERTY DAMAGE				\$	
A	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> <input type="checkbox"/>				AUTO ONLY-EA ACCIDENT	\$1,000,000
	OTHER THAN AUTO ONLY:				\$	
					\$1,000,000	
					\$	
C	UMBRELLA/EXCESS LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	XL1234567	01/01/08	01/01/09	EACH OCCURENCE	\$1,000,000
	AGGREGATE				\$1,000,000	
					\$	
					\$	
					\$	
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	A4145-SS-PJ37	01/01/08	01/01/09	X WC STATU- ORY LIMITS	OTHER
	E. L. EACH ACCIDENT				\$1,000,000	
	E. L. DISEASE-EA EMPLOYEE				\$1,000,000	
	E. L. DISEASE -POLICY LIMIT				\$1,000,000	
D	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Xpert Exposition Services (Official Service Provider) is hereby named as additional insured, except for Workers' Compensation.

Xpert Exposition Services and/or the consignor are included as Loss Payee. The insurance provided for the benefit of Xpert Exposition Services, shall be primary insurance as respects any claim, loss, or liability, arising out of the Named Insured's operations for which the Named Insured is liable. Any other insurance maintained by Xpert shall be excess and non-contributory.

CERTIFICATE HOLDER ADDITIONAL INSURED; INSURER LETTER: X

CANCELLATION

Xpert Exposition Services 3455 W. Sunset Rd. Suite L Las Vegas, NV 89118	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.
	AUTHORIZED REPRESENTATIVE John Smith, CIC John Smith, CIC

FORKLIFT LABOR

Discount Price Deadline 10/16/2015

Company Name

Booth Number

Contact Person

E-Mail

Forklift Labor

Forklift labor usually includes a forklift and operator; however, determining a crew size is at the discretion of the official service contractor and may require an additional laborer at the labor rates outlined on the Booth Labor page.

Exhibitors ordering forklift to assemble displays or for uncrating, un-skidding, positioning and re-skidding equipment or machinery will need to estimate their needs below.

Starting time is guaranteed only in those instances where labor is requested for the start of the work day; i.e., 8:00 a.m.

Exhibitor must check in at the Xpert Service Desk to pick up forklift crew ordered, and check out at the Xpert Service Desk upon completion of work.

5,000 lb. maximum capacity. Larger forklift and crane service is available by advance request (additional pricing to be determined).

FORKLIFT RATE:

\$ 489.00 per hour per lift - time and materials are additional if determined necessary by the contractor

Orders placed on show site: Add 30% to hourly rates.

All rates are charged at a one-hour minimum per crew, 30 minute increments after the first hour.

Date & Time installation	# of Forklifts	Total Hours	Hourly Rate	Total Cost
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
Total Estimated Costs				\$

Description of Work to be performed: _____

Describe largest piece to be handled:

Weight _____ lbs. Dimensions: Length _____ Width _____ Depth _____

Height to be placed _____

Show site contact: _____
NAME _____

CELL

Please note:

Credit Card Authorization must be on file with Xpert before any goods or services will be rendered regardless of your preferred method of payment.

By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Terms and Conditions statements contained herein.

BOOTH CLEANING *Exhibit Hall ONLY

Discount Price Deadline 10/16/2015

Company Name

Booth Number

Contact Person

E-Mail

Booth Cleaning

Vacuuming of booth and emptying of wastebaskets once daily at close of show

Booth dimensions	Total area	Discount Price	Standard Price	Daily Price
_____ x _____	= _____	x \$0.45	or \$0.55	= _____
				Cleaning
		Service Daily Price	Number of days	Total Price
		_____	x _____	= _____

Porter Service

Emptying of wastebaskets every two hours during show hours only.

Booth size	Cost per day	Number of days	Porter Service Total Price
up to 1000 sq. ft.	\$130.50	_____	_____
1000 to 1500 sq. ft.	\$150.50	_____	_____
1500 to 2000 sq. ft.	\$170.50	_____	_____
2000 to 2500 sq. ft.	\$190.50	_____	_____
2500 to 3000 sq. ft.	\$210.50	_____	_____
3000 to 3500 sq. ft.	\$230.50	_____	_____
3500 to 4000 sq. ft.	\$250.50	_____	_____
Over 4000 sq. ft.	\$270.50	_____	_____

Total Costs

ACCESSIBLE STORAGE DURING SHOW

Exhibitor must sign up for accessible storage at the Xpert Service Desk on-site.

Accessible storage is unsecured

Set-Up Fee

There is a one-time set up fee of \$105.00

Storage Fee

Based upon square footage required for storage

Up to 32 square feet	\$105.00 per day
32 to 64 square feet	\$155.00 per day
64 to 96 square feet	\$205.00 per day
96 to 128 square feet	\$255.00 per day
128 to 160 square feet	\$305.00 per day

Labor

Each time you access your materials, you will be charged a minimum of one-half hour of labor according to the hourly rates indicated on the booth labor form.

FURNITURE & ACCESSORIES



Side Chair



Barstool



36" x 30" High Conference Table



Tables with Skirting



Chrome Bag Stand



Chrome Sign Stand



Literature Rack



Stanchion
(includes 7' retractable cord)



Tripod Easel



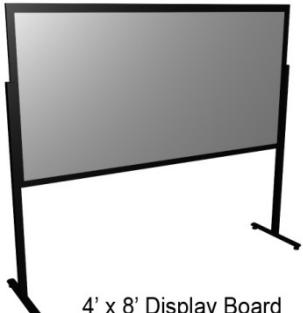
Garment Rack



Raffle Drum



Wastebasket



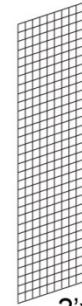
4' x 8' Display Board



8' Upright Pole & Base



6' – 10' Crossbar



2'x8' Gridwall



The Global Education Course for Vascular Medicine and Intervention
NOVEMBER 2-4, 2015 | WYNN LAS VEGAS

FREE TABLES & CHAIRS

Company Name

Booth Number

Contact Person

E-Mail

Free Furniture

Attention Exhibitors:

You must return this form by 10/10/2015 to have the complimentary tables delivered to your booth!

1 skirted table (burgundy) and 2 side chairs per 10 x 10 are provided to you by show management. Please indicate the number of tables and chairs you require up to the allotted amount. Additional tables may be ordered on the Standard Furniture page.

Tables

_____ quantity (1 per 10 x 10 space)

Chairs

_____ quantity (2 per 10 x 10 space)

STANDARD FURNITURE

Discount Price Deadline 10/16/2015

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Standard Furniture

Seating	Quantity	Discount Price	Standard Price	Extended Price
Side Chair	_____	\$55.00	\$71.50	\$_____
Barstool	_____	\$97.00	\$126.10	\$_____

Round Tables	Quantity	Discount Price	Standard Price	Extended Price
36" x 30" High Conference Table	_____	\$189.00	\$245.70	\$_____
36" x 40" High Cocktail Table	_____	\$209.00	\$271.70	\$_____

30" Tables

4' x 2' x 30" High Table (un-skirted)	_____	\$58.00	\$75.50	\$_____
6' x 2' x 30" High Table (un-skirted)	_____	\$71.00	\$92.50	\$_____
8' x 2' x 30" High Table (un-skirted)	_____	\$82.00	\$106.75	\$_____

40" Tables

4' x 2' x 40" High Table (un-skirted)	_____	\$70.00	\$91.00	\$_____
6' x 2' x 40" High Table (un-skirted)	_____	\$83.00	\$108.00	\$_____
8' x 2' x 40" High Table (un-skirted)	_____	\$94.00	\$122.00	\$_____
Draped Riser (white only) <input type="checkbox"/> 4' <input type="checkbox"/> 6'	_____	\$ 56.00	\$ 73.00	\$_____

Table skirting

Skirting Colors Black Blue Burgundy Gold Green Red Silver Teal White

	Quantity	Discount Price	Standard Price	Extended Price
30" Table Skirt	_____	\$39.00	\$50.75	\$_____
40" Table Skirt	_____	\$49.00	\$63.75	\$_____

***Table skirts are approx. 14' in length and cover only 3 sides of the standard 6' and 8' tables**

30" Table Skirt- cover 4 th side of 6' or 8'	_____	\$39.00	\$50.75	\$_____
40" Table Skirt- cover 4 th side of 6' or 8'	_____	\$49.00	\$63.75	\$_____

Total Costs	\$
--------------------	-----------

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

FURNITURE ACCESSORIES
Discount Price Deadline 10/16/2015

Company Name

Booth Number

Contact Person

E-Mail

Furniture Accessories

	Quantity	Discount Price	Standard Price	Extended Price
Chrome Bag Stand	_____	\$95.00	\$123.50	\$_____
22" x 28" Chrome Sign Stand	_____	\$89.00	\$115.70	\$_____
4' x 8' Display Board	_____	\$164.00	\$213.20	\$_____
4' x 8' Peg Board	_____	\$164.00	\$213.20	\$_____
2' x 8' Grid Wall	_____	\$87.00	\$113.10	\$_____
Grid Wall Feet (set of two)	_____	\$25.00	\$25.00	\$_____
Garment Rack	_____	\$99.00	\$128.70	\$_____
Literature Stand	_____	\$98.00	\$127.40	\$_____
Raffle Drum	_____	\$93.00	\$120.90	\$_____
Stanchion (includes 7' retractable cord)	_____	\$73.00	\$94.90	\$_____
Tripod Easel	_____	\$37.00	\$48.10	\$_____
8' Upright Pole & Base	_____	\$26.00	\$33.80	\$_____
6' – 10' Crossbar	_____	\$26.00	\$33.80	\$_____
Wastebasket	_____	\$19.00	\$24.70	\$_____

BOOTH DRAPE
Drape Color Black Blue Burgundy Gold Green Red Silver Teal White

	Quantity	Discount Price	Standard Price	Extended Price
8' high drape – backdrop (per linear foot)	_____	\$15.00	\$19.50	\$_____
3' high drape – side rail (per linear foot)	_____	\$12.00	\$15.60	\$_____
End Cap	_____	\$45.00	\$58.50	\$_____

Total Costs

\$ _____

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

BOOTH CARPET

Discount Price Deadline 10/16/2015

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Standard Carpet

Carpet Colors Black Blue Burgundy Gray Red Teal

	Quantity	Discount Price	Standard Price	Extended Price
10' x 10'	_____	\$144.00	\$187.20	\$_____
10' x 20'	_____	\$288.00	\$374.40	\$_____
10' x 30'	_____	\$432.00	\$561.60	\$_____
10' x 40'	_____	\$576.00	\$748.80	\$_____
10' x 50'	_____	\$720.00	\$936.00	\$_____

Custom Cut Carpet

Carpet Colors Black Blue Burgundy Gray Red Teal

Booth Size	Sq. Ft.	Discount Price	Standard Price	Extended Price
Per Sq Ft (minimum 100 ft.)	_____ X _____	= _____ X \$2.40	or \$3.12	= \$_____

Plush Carpet

Carpet Colors Black Blue Burgundy Gray Red Teal White

Booth Size	Sq. Ft.	Discount Price	Standard Price	Extended Price
Per Sq. Ft (minimum 100 ft.)	_____ X _____	= _____ X \$3.30	or \$4.29	= \$_____

Accessories

Padding (1/2 inch foam)	Size	Sq. Ft.	Discount Price	Standard Price	Extended Price
Per Sq. Ft. (minimum 100 ft.)	_____ X _____	= _____ X \$1.40	or \$1.82	= \$_____	

Double Padding (1 inch foam)

Per Sq. Ft. (minimum 100 ft.)	_____ X _____	= _____ X \$2.75	or \$3.58	= \$_____
-------------------------------	---------------	------------------	-----------	-----------

Visqueen (3 mil)

Per Sq. Ft. (minimum 100 ft.)	_____ X _____	= _____ X \$0.95	or \$1.24	= \$_____
-------------------------------	---------------	------------------	-----------	-----------

Total Costs \$

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

SHOWCASE RENTAL

Discount Price Deadline 10/16/2015

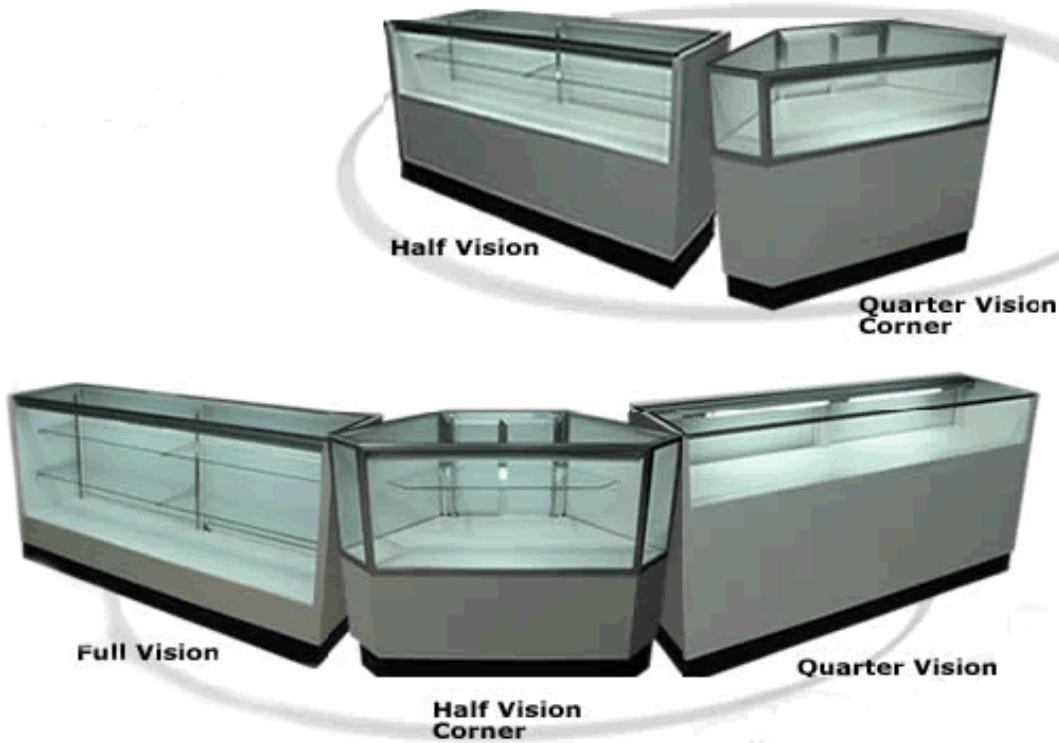
Company Name

Booth Number

Contact Person

E-Mail

Standard Showcase



Size	View	Quantity	Discount Price	Standard Price	Extended Price
4'	<input type="checkbox"/> full <input type="checkbox"/> half <input type="checkbox"/> quarter	_____	\$335.00	\$435.50	\$_____
5'	<input type="checkbox"/> full <input type="checkbox"/> half <input type="checkbox"/> quarter	_____	\$345.00	\$448.50	\$_____
6'	<input type="checkbox"/> full <input type="checkbox"/> half <input type="checkbox"/> quarter	_____	\$355.00	\$461.50	\$_____
Corner	<input type="checkbox"/> half <input type="checkbox"/> quarter	_____	\$345.00	\$448.50	\$_____

Total Costs	\$
--------------------	----

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

BOOTH RENTAL

Company Name

Booth Number

Contact Person

E-Mail



PACKAGE A



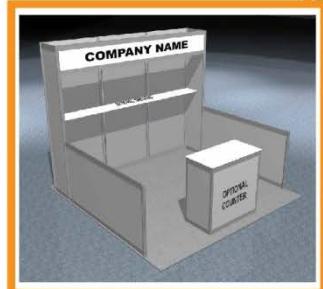
PACKAGE C



PACKAGE D



PACKAGE E



PACKAGE B



PACKAGE F



PACKAGE G



PACKAGE H

ACCESSORIES



ARM LIGHT



SHELF



1M COUNTER



2M COUNTER



CURVED COUNTER

BOOTH RENTAL

Discount Price Deadline 10/16/2015

	Discount Price	Standard Price	Extended Price
Package A • header sign (not backlit)	\$1345.00	\$1748.50	
• standard color carpet	• 3 arm lights (electrical labor & power not included)		
Package B • header sign (not backlit)	\$1830.00	\$2379.00	
• standard color carpet	• 3 arm lights (electrical labor & power not included)		
Package C • header sign (not backlit)	\$2045.00	\$2658.50	
• standard color carpet	• 6 arm lights (electrical labor & power not included)		
Package D • header sign (not backlit)	\$2557.00	\$3324.10	
• standard color carpet	• 6 arm lights (electrical labor & power not included)		
Package E • header sign (not backlit)	\$3245.00	\$4218.50	
• 1 custom curved counter	• standard color carpet	• 5 arm lights (electrical labor & power not included)	
	• 5 – 1 meter shelves		
Package F • header sign (not backlit)	\$3150.00	\$4095.00	
• standard color carpet	• 4 arm lights (power not included)	• 6 – 1 meter shelves	
Package G • header sign (not backlit)	\$3245.00	\$4218.50	
• 4 barstools	• standard color carpet	• 8 arm lights (power not included)	• 4 – 1 meter counters
Package H • header sign (not backlit)	\$3945.00	\$5128.50	
• 4 barstools	• standard color carpet	• 8 arm lights (power not included)	• 4 – 1 meter counters

Total Costs	\$
--------------------	----

Header copy:

Text color: Black Blue Red Grey

Panel color: White Black Grey Grey Fabric (Velcro friendly) Black Fabric (Velcro friendly)

Carpet color: Black Blue Burgundy Gray Red Teal

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

BOOTH RENTAL ACCESSORIES

Discount Price Deadline 10/16/2015

Company Name

Booth Number

Contact Person

E-Mail

Booth Rental Accessories

	Quantity	Discount Price	Standard Price	Extended Price
Arm lights*	_____	\$65.00	\$84.50	\$_____
1 meter shelf	_____	\$49.00	\$63.70	\$_____
1 meter counter	_____	\$245.00	\$318.50	\$_____
1 meter curved counter	_____	\$345.00	\$448.50	\$_____
2 meter counter	_____	\$375.00	\$487.50	\$_____
Sliding door lock for counter	_____	\$18.00	\$23.40	\$_____
Total Costs				\$

***Arm lights are only able to be utilized with Xpert rental booth packages**

Please indicate shelf height and panel position. If no height is given, the shelves will be set at 48" high. Any changes will require additional labor.

--	--	--	--	--

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.

CUSTOM SIGNAGE

Discount Price Deadline 10/16/2015

Company Name _____ Booth Number _____

Contact Person _____ E-Mail _____

Signage

	Quantity	Discount Price	Standard Price	Extended Price
8 1/2" x 11"	_____	\$50.00	\$65.00	\$_____
7" x 44"	_____	\$65.00	\$85.00	\$_____
14" x 22"	_____	\$65.00	\$85.00	\$_____
22" x 28"	_____	\$85.00	\$110.00	\$_____
28" x 44"	_____	\$170.00	\$210.00	\$_____

* Prices are based on one color copy on white background, 10 words or less per sign. Signs will be digitally printed or in vinyl, applied to Show Card or Foam Core depending upon size. The method used is at the discretion of Xpert Exposition Services.

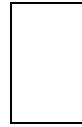
Indicate Sign Copy Here (print or type)

Choose layout:

Horizontal



Vertical



OPTIONS

	Quantity	Discount Price	Standard Price	Extended Price
Over 10 Words (per word)	_____	\$1.90	\$2.47	\$_____
Multi Color Copy (colors _____)	_____	\$18.00	\$23.40	\$_____
Easel back (per sign)	_____	\$9.00	\$11.70	\$_____

Add your company's logo / image. Artwork must be supplied by customer. If work has to be done by Xpert (i.e., scanning of artwork), there will be additional charges added. Please send all logos and/or artwork as well as any questions or quote requests to graphics@xpertexpo.com.

Sub Total \$_____

Add 8.1% Tax \$_____

Total Costs	\$
--------------------	----

Please note: By utilizing this form, exhibitors acknowledge that they have read and agree to comply with the terms of the Payment Options & Policy and Terms and Conditions statements contained herein.



UNION GUIDELINES

UNION JURISDICTION IN LAS VEGAS, NEVADA

LAS VEGAS SHOW SITE WORK RULES

To simplify show preparation, we are certain you will appreciate knowing in advance that Union Labor will be required for certain aspects of your exhibit handling. To help you understand the show site work rules, we ask that you read the following.

EXHIBIT LABOR

Teamsters Local 631 has jurisdiction through a labor agreement with all contractors for the erection, touch-up painting, dismantling and repair of all exhibits. This work is to include wall coverings, floor coverings, pipe and drape, painting, hanging signs and decorative materials from the ceiling, and the erection of platforms used for exhibit purposes. To secure labor, please utilize the labor form enclosed. If full-time company personnel are utilized to set their exhibits, they must carry positive company identification such as medical identification card or payroll stub. This rule prohibits the utilization of workers hired from a non-union agency or company.

DEFINITION OF EXHIBITS THAT FULL-TIME COMPANY PERSONNEL MAY SET: 10 X 10, 10 X 20, KNOWN AS MOM & POP POP-UPS (NO GEM WALLS OR HARD WALL EXHIBITS MAY BE SET BY EXHIBITOR.

Teamsters Local 631's jurisdiction does not cover the placement of your products on display, the opening of cartons containing your products, nor the performance, testing, maintenance, or repairs of your machinery or products.

FREIGHT HANDLING

Teamsters Local 631 has jurisdiction through a labor agreement with the General Contractor for the loading and unloading of all trucks, trailers and common and contract carriers as well as the handling of empty crates and the operation of material handling equipment and any mechanical devices such as forklifts, pallet jacks, hijackers, etc. The Union also has the jurisdiction of the unloading, uncrating, un-skidding, leveling, painting, and assembly of machinery and equipment and the reverse process. The General Contractor has the responsibility of receiving and handling all the exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in/move-out of the trade show. An exhibitor may "hand carry" merchandise and "pop-ups" only provided they do not use material handling equipment to assist them, such as push carts, two or four wheel dollies or anything with wheels. When an exhibitor chooses to "hand carry" materials they must utilize the hand carry doors. They are not permitted access to the loading dock/freight door areas. Please see the Hand Carry Policy contained in this kit for details. Exhibitors are allowed one hand carry trip only, multiple hand carry trips in and out of the facility are not permitted. Exhibitors may deliver materials to the loading dock/freight doors in their own personal vehicle with the following restrictions: 1) the General Contractor has complete control of the loading dock at all times; 2) exhibitors may not leave vehicles unattended at the loading areas. Any unattended vehicles may be towed; 3) all material must be handled by the freight department and subject to the published material handling prices.

GRATUITIES

The General Contractor and I&D companies signatory to the contractor with Teamsters Local 631 requests that exhibitors do not tip its employees by giving money, merchandise, or other special consideration for services rendered. Any attempts to solicit a gratuity by an employee for any service, should be reported immediately to a supervisor of the contractor. Contracted employees are paid an excellent wage, and tipping is not an accepted policy.

IN GENERAL

All craftsmen dealing with exhibitors will do so in a courteous and professional manner. All questions arising with regards to the Union's jurisdiction or practices must be directed to the General Contractor and the Union. Should you have any questions regarding the above please call Xpert Exposition Services at 702-248-8007.

FIRE & SAFETY

FIRE AND SAFETY REGULATIONS

NOTICE: SMOKING IS PROHIBITED IN EXHIBIT AREAS DURING MOVE-IN AND MOVE-OUT DUE TO THE ACCUMULATION OF COMBUSTIBLE MATERIALS.

1. ALL MATERIALS USED IN CONSTRUCTION AND DECORATION OF AN EXHIBIT MUST BE CERTIFIED AS FLAME RETARDANT. Fabrics must be certified as flame retardant or a sample must be available for testing. Materials, that cannot be treated to meet requirements, may not be used. A flame-proofing certificate should be available for inspection.

2. ALL EXITS AND AISLES MUST BE KEPT CLEAR AND UNOBSTRUCTED. No furniture, signs, easels, chairs, or displays may protrude into aisles.

3. DESIGNATED "NO FREIGHT" AISLES MUST BE MAINTAINED CLEAR OF CRATES AND EXHIBIT MATERIALS DURING MOVE-IN AND MOVE-OUT. These aisles are required for emergency access throughout the hall and to expedite freight and empty crate moving.

4. ALL FIRE HOSE RACKS, FIRE EXTINGUISHERS AND EMERGENCY EXITS MUST BE VISIBLE AND ACCESSIBLE AT ALL TIMES. This includes fire protection equipment located within exhibits. Exits and exit signs must not be covered by drapes or obscured from view by exhibit components.

5. VEHICLES ON DISPLAY MUST HAVE FUEL FILLER CAPS LOCKED OR SEALED TO PREVENT ESCAPE OF VAPORS AND TO AVOID TAMPERING. Fire code stipulates that fuel in fuel tanks shall not exceed 5 gallons or 1/4 of tank capacity, whichever is less. Batteries must be disconnected. Auxiliary batteries not connected to engine starting system may be left connected. External transformers are recommended for demonstration purposes. A fire extinguisher must be present, visible and accessible at all times.

6. COMBUSTIBLE MATERIALS MUST NOT BE STORED BENEATH DISPLAY VEHICLES. Space beneath vehicles must be clear and visible except for permitted electrical supplies.

7. VEHICLES IN THE BUILDING FOR UNLOADING MUST NOT BE LEFT WITH ENGINES IDLING. Exhaust gases present extreme hazards to workers on catwalks. If the engine cannot be shut down, the vehicle must be removed from the building as quickly as possible.

8. ALL 110-VOLT EXTENSION CORDS SHALL BE GROUNDED THREE-WIRE, #14 OR LARGER AWG COPPER WIRE. Connectors must not be supported by cords. Two wire, "Zip Cords" are not permitted other than factory installed appliance connectors; these may not exceed six (6) feet in length and must be UL approved with built in over-load protectors.

9. COMPRESSED GAS CYLINDERS, INCLUDING LPG, ARE PROHIBITED UNLESS APPROVED BY FIRE SAFETY OFFICE. Flammable gases, i.e.: butane, propane, natural gas; are subject to prior approval. Compressed gas cylinders cannot be stored inside the building. After show hours, gas cylinders must be removed from the show floor and stored outside or off-site.

10. CUBE TAP ADAPTERS ARE PROHIBITED (UNIFORM FIRE CODE 85.107). MULTI-PLUG ADAPTERS MUST BE UL APPROVED AND HAVE BUILT-IN OVERLOAD PROTECTION. Connectors must not be used to exceed their listed ampere rating.

11. ELECTRICAL WORK UNDER CARPETS MUST BE DONE, OR SUPERVISED, BY THE OFFICIAL CONTRACTOR'S ELECTRICIANS. All wiring on the floor must be Type "SO" cord, insulated to qualify for "extra hard usage", must be No. 12AWG or larger, and must be protected against injury. All temporary wiring must be accessible and free from debris and storage materials. Hard backed booths must be at least 9 inches from rear booth lines and 18 inches between hard walls.

12. NO STORAGE OF ANY KIND IS ALLOWED BEHIND BOOTHS OR NEAR ELECTRICAL SERVICE. Materials necessary to the exhibit must be stored within the exhibit. Electrical cords and connectors must be accessible and shall not be covered. Areas enclosed by solid walls and ceilings must be provided with approved smoke detectors.

13. ALL EMPTY CARTONS OR CRATES MUST BE LABELED AND REMOVED FOR STORAGE OR THEY WILL BE REMOVED AS TRASH. Crates or raw flammable materials are not to be used as exhibit supports.

14. MATERIALS FOR HANDOUTS MUST BE LIMITED TO A ONE-DAY SUPPLY AND MUST BE STORED NEATLY WITHIN THE BOOTH. Violators will be notified and if not removed by show opening, show decorator will remove and store at **EXHIBITOR'S EXPENSE**. All storage must be kept clear of electric cables or junction boxes.

15. FLAMMABLE OR COMBUSTIBLE LIQUIDS ARE PROHIBITED INSIDE OF BUILDINGS EXCEPT AS APPROVED BY THE FIRE SAFETY OFFICE. Flammable thinners, solvents and paints, including aerosol cans are strictly prohibited within the building.



TERMS & CONDITIONS

The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of XPERT EXPOSITION SERVICES in its sole discretion. Upon participation of any XPERT EXPOSITION SERVICES show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once XPERT EXPOSITION SERVICES has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to XPERT EXPOSITION SERVICES or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.

1. XPERT EXPOSITION SERVICES and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage, or concealed damage as determined by XPERT EXPOSITION SERVICES.
2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by XPERT EXPOSITION SERVICES or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that XPERT EXPOSITION SERVICES and its subcontractors are not responsible for the loss or disappearance of, or damage of any items left in the booth unattended at any time. Consequently, all bills of lading covering outgoing shipment(s) submitted to XPERT EXPOSITION SERVICES or its subcontractors by Exhibitor will be checked at the time of pick-up from the booth and corrected where discrepancies exist.
3. XPERT EXPOSITION SERVICES and its subcontractors shall not be held liable for any damage incurred during the handling of equipment requiring special devices to properly load, place or reload unless advance notice has been given to XPERT EXPOSITION SERVICES in time to obtain the proper equipment.
4. XPERT EXPOSITION SERVICES and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.
5. XPERT EXPOSITION SERVICES and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.
6. XPERT EXPOSITION SERVICES and its subcontractors are not insurers; i.e., XPERT EXPOSITION SERVICES does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by XPERT EXPOSITION SERVICES under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or non-performance of services by XPERT EXPOSITION SERVICES, or from the negligence of XPERT EXPOSITION SERVICES, its subcontractors or their respective employees. If such loss or damage occurs, the liability of XPERT EXPOSITION SERVICES and its subcontractors shall be limited to a sum equal to \$.50 per pound per article, with a maximum liability of \$100.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.
7. XPERT EXPOSITION SERVICES will not be bound to honor any claim or action brought against XPERT EXPOSITION SERVICES or its subcontractors more than 60 days after the date of incident.
8. XPERT EXPOSITION SERVICES and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.
9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that XPERT EXPOSITION SERVICES and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employees of XPERT EXPOSITION SERVICES or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that XPERT EXPOSITION SERVICES or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.
10. XPERT EXPOSITION SERVICES and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.
11. Empty container labels will be available at the XPERT EXPOSITION SERVICES Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and XPERT EXPOSITION SERVICES and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.
12. In order to expedite removal of freight from the show site, XPERT EXPOSITION SERVICES shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where the Exhibitor makes no disposition, freight will be taken to a warehouse or forced shipped on a carrier determined by XPERT EXPOSITION SERVICES and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. LAS XPERT EXPOSITION SERVICES assumes no liability as a result of such rerouting or handling.
13. Dry and Cold Storage – Exhibitor stores products at its own risk. XPERT EXPOSITION SERVICES assumes no liability or responsibility for dry or cold storage.
14. The Exhibitor agrees, in the event of a dispute with XPERT EXPOSITION SERVICES or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to XPERT EXPOSITION SERVICES for freight handling services or any other services provided by XPERT EXPOSITION SERVICES or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay XPERT EXPOSITION SERVICES prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against XPERT EXPOSITION SERVICES or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. Riders to existing policies can usually do this. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.

METHOD OF PAYMENT FORM

Advance Payment Deadline Date: 10/12/15



ELECTRICAL EXHIBITION SERVICES
6705 S. Eastern, Las Vegas, NV 89119
Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015	Event:	115160LV

EXHIBITOR INFORMATION

COMPANY NAME:	PHONE:	
ADDRESS:	FAX:	
CITY:	ST:	ZIP:
COUNTRY:	CELL:	
EMAIL:		

METHOD OF PAYMENT

All transactions require a credit card on file with proper authorization. In addition to checks, Edlen also accepts American Express, Master Card, Visa, Discover, ACH and Wire Transfers. Indicate form of payment below.

COMPANY CHECK

Please make check payable to: Edlen Electrical. All foreign checks must be drawn on U.S. Banks only. For those booths that require labor a credit card must be on file. Please reference the Event # listed above on your remittance.

BANK WIRE TRANSFER INFORMATION *

Bank transfer to Bank of America
Wire Transfer:
ABA#: 026009593 Acct: 33855214
International Wire Transfer:
Swift Code: BOFAUS3N Acct: 33855214

* \$25 processing fee MUST be included with transfer.

CREDIT CARD

For your convenience, we will use this authorization to charge any remaining balances on your account prior to event closing. A copy of final charges will be sent to the email address provided in the payment information section.

ACH ELECTRONIC PAYMENT TRANSFER

Bank of America ABA# 125000024 Acct: 33855214
6900 Westcliff Drive, Las Vegas, NV 89145
Phone: 888.852.5000 Ext 6007

Please note the financial institution MUST be based in the US. In order to avoid a transfer fee, you must notify the financial institution that you wish to make an ACH electronic payment transfer.

VISA **MASTER CARD** **AMX** **DISCOVER**

CHECK AND CREDIT CARD INFORMATION

CHECK #			
CREDIT CARD NUMBER:		EXP DATE:	
CARD HOLDER SIGN:	PRINT NAME:		
EMAIL ADDRESS:	THIRD PARTY: YES or NO		
CREDIT CARD ADDRESS INFORMATION IF DIFFERENT THAN INFORMATION ABOVE			
ADDRESS:	CITY:	ST:	ZIP:

By signing and placing this order, I accept all payment policies and the terms and conditions outlined on all service order forms completed.

SERVICE TOTALS

PLEASE SIGN			
	AUTHORIZED SIGNATURE		
	PRINT NAME	DATE	
	TOTAL DUE		

ELECTRICAL ORDER FORM



ELECTRICAL EXHIBITION SERVICES
6705 S. Eastern, Las Vegas, NV 89119
Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

Advance Payment Deadline Date: 10/12/15

E M

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015	Event:	115160LV

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM

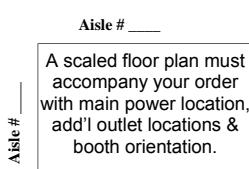
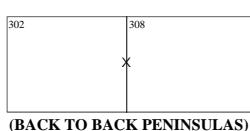
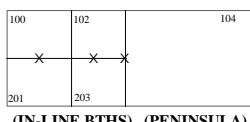
ORDER INSTRUCTIONS						
120 VOLT POWER DELIVERY The cost of 120-Volt outlets includes delivery to one location in island booths and to one location at the rear of inline or peninsula booths. If you require the outlets to be distributed to any other location, material and labor charges apply. There is a minimum charge of 1 hour for installation & 1/2 hour for removal. Complete and return the Electrical Labor Order Form along with a floor plan layout of your booth space indicating outlet locations.						
208/480V POWER DELIVERY AND CONNECTIONS If you require 208 volt or higher services please call for a quote. Edlen electricians must make all high voltage connections and disconnects. This is done on a time and material basis. Please complete the Electrical Labor Order Form to schedule your estimated connection time and return it with this order form.						
ISLAND BOOTHS Include a floor plan layout of your booth space indicating all outlet locations with measurements and orientation. If a main power drop/delivery location is not indicated on the floor plan, Edlen will deliver to the most convenient location.						
24 HOUR SERVICES Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.						
DEDICATED OUTLETS For a dedicated outlet order a 20 amp outlet.						
MATERIAL DELIVERY Material requested on this order form must be picked up by the exhibitor at the Edlen service desk on show site.						
CANCELLATIONS Credits will not be issued for services delivered and not used. See back of form for additional details.						
TERMS & CONDITIONS I agree in placing this order that I have accepted Edlen's payment policy and the terms and conditions of contract.						
Form 120/208/480-08-2015						
ELECTRICAL OUTLETS Approximately 120V/208V A.C. 60 Cycle - Prices are for entire event						
	QTY Show Hours Only	QTY 24hrs/day Double rate	ADVANCE PAYMENT PRICE	REGULAR PAYMENT PRICE	TOTAL COST	
120 VOLT						
500 WATTS (5 AMPS)			95.00	143.00		
1000 WATTS (10 AMPS)			169.00	254.00		
1500 WATTS (15 AMPS)			194.00	291.00		
2000 WATTS (20 AMPS)			220.00	330.00		
208 VOLT SINGLE PHASE						
20 AMPS			420.00	630.00		
30 AMPS			500.00	750.00		
60 AMPS			660.00	990.00		
208 VOLT THREE PHASE						
20 AMPS			562.00	843.00		
30 AMPS			671.00	1007.00		
60 AMPS			863.00	1295.00		
100 AMPS			1157.00	1736.00		
200 AMPS			1378.00	2067.00		
480 VOLT THREE PHASE						
60 AMPS			1726.00	2589.00		
100 AMPS			2314.00	3471.00		
TRANSFORMER(S) Boost 208 Volt to 230 Volt						
Transformer (20 amp minimum charge)			Total Amps: _____	x 3.50 =		
MATERIAL RENTAL (Exhibitor must pick up items at electrical service center on show site)						
15' EXTENSION CORD						
POWER STRIP			23.00			
EUROPEAN POWER STRIP			23.00			
ELECTRICAL LABOR						
ST (Mon-Fri, 8am-4:30pm, excluding holidays)			95.00			
OT (Mon-Fri, 4:30pm-8am, Sat, Sun & holidays)			190.00			
LIFT (Only required if outlets are dropped from overhead. Cost does not include operator.)			227.00			
PLACE TOTAL HERE						
PRINT NAME: _____						
AUTHORIZED SIGNATURE: _____					DATE: _____	
EMAIL: _____					PHONE: _____	
The "Method of Payment Form" must be completed and returned with this order form.						

TERMS & CONDITIONS

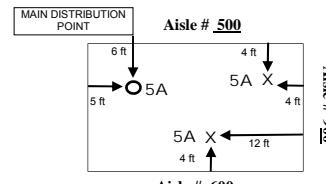
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received no later than the deadline date on the front of this form for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing the services to one location in island booths and to one location at the rear of in-line and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets to other location's within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Edlen office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 5 amps or 500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings. A separate outlet must be ordered for temporary motor power.
6. Island booths - If a floor plan showing main power location is not submitted to Edlen prior to our first move-in date, Edlen will deliver the power to the most convenient location.
7. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1) hour labor will apply for all installation work. The removal of this work will be charged a minimum of 1/2 hour or 1/2 the total time of installation.
8. In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift and labor charges will apply. Please contact our local office to discuss any additional charges.
9. Edlen employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
10. Edlen is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitors booth space. This material is provided on a rental basis ONLY and remains the property of Edlen. It shall be removed only by Edlen employees.
11. Any extension cords or power strips ordered on the front of this form should be picked up at the service desk. Credit will not be issued for unused items.
12. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Edlen.
13. All equipment regardless of source of power, must comply with federal, state and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
14. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
15. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
16. Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may be interrupted if payment is not received.
17. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if cancelled in writing & received by Edlen within 14 calendar days prior to show opening. Except sales tax, Edlen will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
18. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
19. Exhibitor holds Edlen harmless for any and all losses of power beyond Edlen's control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
20. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
21. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Edlen for all applicable rental taxes.
22. By signing this and/or the Method of Payment form, exhibitor hereby agrees to all terms and conditions on this order form.

COMMONLY ASKED QUESTION - WHERE WILL MY OUTLET BE LOCATED?

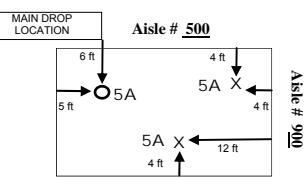
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Edlen to bring power inside the booth on a time and material basis.



ISLAND BOOTH



EXAMPLE-FLOOR POWER



EXAMPLE-CEILING POWER

**FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEBSITE @ WWW.EDLEN.COM
OR CALL THE NUMBER ON THE FRONT OF THIS FORM**

ELECTRICAL LABOR FORM

(Complete & return with the electrical order form if applicable)



ELECTRICAL EXHIBITION SERVICES
6705 S. Eastern, Las Vegas, NV 89119
Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015		Event: 115160LV

ELECTRICAL JURISDICTION

The work described below falls within the jurisdiction of the electrical union and cannot be performed by any other union, I&D house or exhibitor. Please feel free to contact our office for clarification of scope of work.

ELECTRICAL LABOR IS REQUIRED FOR THE FOLLOWING WORK

1. Electrical distribution under carpet	6. Overhead power distribution
2. Data/network cable under carpet	7. Overhead coaxial (network) cable distribution
3. Connection of all 208V or higher services	8. Assembly & Installation of lighting hung from truss or ceiling
4. Wiring of overhead signs	9. Hardwiring of any electrical apparatus
5. Installation of lighting requiring tools for installation	

ELECTRICAL DISTRIBUTION UNDER CARPET - PLEASE COMPLETE

Island booths MUST complete the information below. Inline and peninsula booths only need to complete this information if they require power at any other location than the rear of their booth space. Complete the next page of this form for all other electrical installation needs.

1. Island Booths should provide the following information on their floor plan or Electrical Layout Form:
 - A. Provide exact outlet locations with dimensions and must be to scale. The power required at each location should be noted.
 - B. Floor plan must reflect booth orientation. Please note surrounding booth or aisle numbers.
 - C. Identify a main power location. Power is distributed from that point. Power may come from the ceiling.
2. Inline or Peninsula booths should provide the same information with the exception of main power location. Your main power location will be located at the rear of your booth space.
3. Date you will begin building your booth _____ Estimated time _____
4. Are you renting your carpet through the decorator Yes _____ No _____ Bringing own _____
5. Show Site Contact with authority to make additions or changes to your order:
Contact Name _____
Contact Company _____
Contact Cell # _____
6. By providing this information, it allows Edlen the opportunity to expedite your move-in by having your power distribution complete prior to your scheduled move-in time. Please note that Edlen will make every attempt to complete the work prior to your arrival. Material and labor charges will apply. There is a minimum 1 hour installation cost and a 1/2 hour dismantle cost.
7. Credit card information must be on file before any labor begins in your booth space. Please provide this information on the method of payment form.

SCHEDULE ALL OTHER ELECTRICAL LABOR ON NEXT PAGE

ELECTRICAL LABOR FORM

(Complete & return with the electrical order form if applicable)



ELECTRICAL EXHIBITION SERVICES
6705 S. Eastern, Las Vegas, NV 89119
Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015	Event: 115160LV	

SCHEDULE ALL OTHER ELECTRICAL LABOR BELOW EXCEPT DISTRIBUTION UNDER CARPET

If you require any additional electrical work in your booth, please provide us with a production schedule with the dates, times, number of men required and the type of work requested. This will assist us in accommodating your labor needs.

Example

Day	Monday	Date	1/5	# Men	4	Time	8:00 AM	Work required	Assemble & hang truss/lights
Day	Tuesday	Date	1/6	# Men	1	Time	12:30 PM	Work required	Wire electric sign

Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____
Day	_____	Date	_____	# Men	_____	Time	_____	Work required	_____

SHOW SITE SUPERVISOR

Contact Name:	_____	Company:	_____
Cell Number:	_____	Email address:	_____

ELECTRICAL LABOR/LIFT RATES & RULES

Please be advised that labor start times cannot be guaranteed. If no time is provided, work will be performed on a first-come, first-served basis. A representative must come to Edlen's Service Desk prior to each individual labor call to confirm the booth is ready for such labor. If labor is dispatched at the requested time and no "exhibitor supervisor" is available, a minimum 1/2 hour labor charge per electrician will apply. A minimum labor charge of 1 hour will apply per man for installation. Dismantle time will be calculated at 1/2 of the total installation time.

LABOR RATES

Straight time 95.00 per hour

Monday-Friday 8:00 AM - 4:30 PM, excluding holidays

Overtime 190.00 per hour

Monday-Friday 4:30PM - 8:00 AM, all day Saturday, Sunday & Holidays

LIFT RATES

Lift 227.00 per hour

Lift charges will apply to for all overhead work such as: light installation overhead, power or data cable distribution overhead, hanging signs, etc. Lift cost does not include operator.

PLEASE PROVIDE CREDIT CARD INFORMATION ON THE METHOD OF PAYMENT FORM

Credit card information must be on file before any of the requested labor is performed

ELECTRICAL LAYOUT FORM

Advance Payment Deadline Date: 10/12/15



The Power People

ELECTRICAL EXHIBITION SERVICES

6705 S. Eastern, Las Vegas, NV 89119

Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015	Event:	115160LV

Use the grid below to indicate the location of each electrical outlet ordered. If power is only required at the rear of an in-line booth this form is not necessary.

Indicate booth type: Island Peninsula Inline Provide aisle or adjacent booth #'s for orientation

Power is brought to one location in island booths and then distributed from that point. Indicate this location and all other outlet locations using the legend below:

X = Main Distribution Point **◆** = 5amp/500watt **▲** = 10amp/1000watt **★** = 15amp/1500watt **●** = 20amp/2000 watt

Indicate the layout scale and total square footage. Example: 1 Square = 1 Foot

_____ Square = _____ Ft Total Square Footage = _____

Adjacent Booth or Aisle # _____

A blank 20x20 grid of squares, suitable for various applications such as drawing or data representation.

Adjacent Booth or Aisle #

Adjacent Booth or Aisle # _____

Adjacent Booth or Aisle # _____

PLUMBING ORDER FORM



ELECTRICAL EXHIBITION SERVICES
6705 S. Eastern, Las Vegas, NV 89119
Phone: (702) 385-6911 Fax: (702)385-1810
lasvegas@edlen.com

Advance Payment Deadline Date: 10/12/15

E M

COMPANY:		BTH #	
EVENT:	VIVA 2015		
FACILITY:	WYNN		
DATES:	NOVEMBER 2-4, 2015	Event:	115160LV

FOR YOUR CONVENIENCE PLACE YOUR ORDER ONLINE AT WWW.EDLEN.COM

ORDER INSTRUCTIONS	UTILITY SERVICES	Advance	Regular	Total
LABOR REQUIREMENTS There is a minimum labor charge of 2 hour for delivery and 1 hour for removal of each air, water and drain outlet.	COMPRESSED AIR: 90-100 LBS. Psi			
	Air Outlet	420.00	630.00	<hr/>
	Additional Connections within 20' of Outlet	202.50	303.75	<hr/>
	CFM requirements (There is a 5 CFM min. charge per outlet/connection)	8.10/cfm	12.15/cfm	<hr/>
ADDITIONAL CONNECTIONS If you have more than one machine or multiple connections on a machine order an additional connection for each machine or connection within 20 feet of the outlet ordered. Otherwise you <u>must order another outlet</u> .	Remember to order CFM with air services. Connection size see # 9 on back of form.			
OUTLET DISTRIBUTION Outlets are delivered to the rear of inline and peninsula booths and to one location in island booths. Ramping or laying of lines on floor in booth or spotting from the ceiling will be done on a time and material basis. Lift charges will apply for overhead drops or distribution.	WATER LINES (Edlen is not responsible for sediment or the color or taste of the water.)			
	Water Outlet	420.00	630.00	<hr/>
	Additional Connections within 20' of Outlet	202.50	303.75	<hr/>
	# of connections required: _____	Size of connection: _____		
	PSI required: _____	GPM Required: _____		
SERVICE CONNECTIONS All service connections are to be made by Edlen plumbers. Material and labor charges may apply.	DRAIN LINES			
	Drain Outlet	420.00	630.00	<hr/>
	Additional Connections within 20' of Outlet	202.50	303.75	<hr/>
	Number of connections required: _____	Size of connection required: _____		
AIR LINE RESPONSIBILITIES Edlen is not responsible for moisture, oil or water in air lines, loss of flow or drop or increase in pressure in line to equipment. Exhibitor should supply their own filters, driers or other equipment as needed. No compressors are allowed other than those supplied by Edlen unless they are a fixed part of your machine. If 24 hour air is needed please call for a quote.	FILL & DRAIN LABOR (Edlen is not responsible for sediment or the color of water)			
	1 – 50 Gallons	121.50	182.25	<hr/>
	51 – 200 Gallons	324.00	486.00	<hr/>
	201 – 500 Gallons	405.00	607.50	<hr/>
	Each additional 100 Gallons up to 1,000 Gallons	40.50	60.75	<hr/>
WATER PRESSURE Pressure may vary. No guarantee can be made to minimum or maximum pressures. If pressure is critical the Exhibitor should arrange to have a pressure regulator valve or pump installed. Edlen is not responsible for sediment, color or taste of water.	LABOR/LIFT (Labor is required for delivery and removal of air, water & drain outlets)			
	ST (Monday-Friday 8:00 PM – 4:30 PM (except holidays)	81.00		<hr/>
	OT (Mon - Fri 4:30 PM – 8:00 AM (all day Sat, Sun, & Holidays)	162.00		<hr/>
	LIFT (Only required if outlets are dropped from overhead)	227.00		<hr/>
When do you move in? When do you move out? Take this into consideration when pre-paying estimated labor cost for the delivery and removal of air, water and drain outlets.				
GAS & MISC. REQUIREMENTS (Call for a Quote)				
\$ _____				
TOTAL PAYMENT				
PRINT NAME: _____				
AUTHORIZED SIGNATURE: _____			DATE: _____	
EMAIL: _____			PHONE: _____	
The "Method of Payment" form must be completed and returned with this order form				

TERMS, CONDITIONS & REGULATIONS

1. Order with payment and accurate floor plan must be received a minimum of 21 days prior to the scheduled event opening for advanced payment rates. Orders received without payment will not guarantee advance rates. Orders received less than 21 days prior to scheduled event opening will be charged the regular rate.
2. In the event that totals are calculated incorrectly, Edlen reserves the right to make the necessary corrections. Exhibitors will be notified by email or fax of any corrections made. This includes adding the required minimum CFM charges when applicable and labor charges.
3. All outlets will be installed on the floor at the back wall of inline and peninsula booths. All services ordered for island booths will be dropped to one location in the booth. Edlen will make every attempt to deliver these services to a location convenient to the Exhibitor.
4. Distribution of services throughout the booth space, whether under the carpet, above the carpet or overhead is done on a time and material basis. Lift charges may also apply for overhead distribution.
5. Additional footage charges apply when an Exhibitor requires services that are further than 90 feet away from closest outlet and when dropped from overhead when services originate on the floor or columns.
6. The CFM (Cubic Feet per Minute) requirements determine the volume of air required to properly operate Exhibitors equipment. CFM is a labor charge for sizing and installation of the service infrastructure.
7. In some instances a pump is required to drain services out of an Exhibitor's booth. When this occurs, time & material charges apply. Exhibitors are encouraged to contact Edlen to discuss any potential additional costs.
8. Edlen plumbers make all service connections. Special equipment requiring company engineering or technicians for assembly, servicing, preparatory work and operation may be executed without Edlen plumbers.
9. Service outlet size is determined by the volume required. Air line size and fitting are determined by the CFM requirements.
10. Compressed Air is supplied during show hours only. If compressed air is required for non-show hours call for a quote.
11. Wall, column and permanent building utility outlets are not part of booth space and are not to be used by Exhibitors.
12. Unless otherwise directed, Edlen personnel are authorized to cut floor coverings to permit installing service(s) ordered.
13. Pressure for Water Services may vary. No guarantee can be made of minimum or maximum pressure. If pressure is critical, the Exhibitor should arrange to have a pressure regulator valve installed.
14. Natural Gas "when available" is not regulated by Edlen and is at the facility pressure 7" water column or .25 PSI. Call for price quote when available.
15. Gas & Cylinders: Credit will not be provided on unused cylinders.
16. All equipment using water must have inlet and outlet properly tagged.
17. All equipment must comply with state and local codes.
18. Edlen will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
19. For gas cylinders or any other special requirements call Edlen for a quote at the number on the front of the form. Delivery charges will apply to any specialty equipment delivered and removed from the Exhibitor booths.
20. Edlen must have 30 days notice in order to supply special regulators, strainers, traps, etc.
21. Claims will not be considered or adjustments made unless filed by the Exhibitor in writing prior to close of the event, no exceptions.
22. Credit will not be given for outlets installed or connections made and not used.
23. Payment in full for all plumbing services provided must be made prior to close of the event.
24. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
25. A service charge of \$25.00 will be assessed for all returned checks or declined credit cards.
26. A service charge of 1.5% per month on any unpaid balances will be made starting 10 days after date of invoice.

**POWER TO OPERATE ANY PLUMBING APPARATUS IS NOT INCLUDED.
ALL ELECTRICAL REQUIREMENTS MUST BE ORDERED ON THE ELECTRICAL FORM**

For Further Information please visit our website at www.edlen.com
or call the number on the front of this form



Preferred Providers

Destination Management Companies



Rick Forman, Senior VP Business Development and Sales
702.740.3405
rforman@awgdmc.com
www.awgdmc.com



Joshua Jones, DMCP, Vice President
702.798.0000
joshua.jones@hosts-global.com
www.hosts-global.com



Debby Jacobs Felker, Director of Sales
702.798.9555
djacobs@dbdvegas.com
www.dbdvegas.com



Sarah Paige, Senior Program Manager
702.489.4477
sarah.paige@accessdmc.com
www.accessdmc.com



Jennifer Cheung-Cline, Account Executive
702.387.1900
jcheung@hello-lasvegas.com
www.hello-dmc.com

Entertainment, Music and Talent



Nicholas Parrotta, President
702.263.4409
nick@nbpproductions.com
www.nbpproductions.com



Jaki Baskow, President
702.547.5101
jaki@baskow.com
www.baskowtalent.com



Debby Jacobs Felker, Director of Sales
702.798.9555
djacobs@dbdvegas.com
www.dbdvegas.com

Event Décor



Kevin Draft, Design Director
702.684.7300
kevin@by-dzign.com
www.by-dzign.com

Security



Frank Bruton, Managing Partner
702.339.9756
f-x-b@hotmail.com
www.elitesecurityspecialists.com

Transportation



Rick Forman, Senior VP Business Development and Sales
702.740.3405
rforman@awgdmc.com
www.awgdmc.com

Mobile Apps / Audience Engagement



Mike Vinup, Managing Director, Meetings and Incentives
612.851.2025
mike.vinup@lumiinsight.com
www.lumiinsight.com

Driving Experience



Brandy Falconer, Sales Manager
702.599.5194
bf@dreamracing.com
www.dreamracing.com



LAS VEGAS

**BUSINESS SERVICES CENTER
FREIGHT & PACKAGE HANDLING
RATES & SERVICES**

Phone: (702) 770-2370 Fax: (702) 770-1500

Toll Free: (888) 320-7123, Ext. 2370

Email: businesscenter@wynnlasvegas.com

Name of Requestor _____ Company Name _____

Street Address _____ City _____ State _____ Zip _____

On Site Contact _____ Phone # _____ Fax # _____

Convention, Meeting or Banquet _____ Convention Services/Banquet Manager _____

Location of Function _____ Dates of Function _____

Schedule A — Freight Handling Rates and Services

1. The dimensions of freight items is limited to 5' x 5', total weight not to exceed 15,000 lbs. per event. Shipments in excess of these dimensions or weight limit should be referred to a local exhibit company for special handling. Multiple package shipments which weigh over 100 lbs. will be classified as freight and will be charged accordingly.

2. Certified weight tickets or bills of lading are required for all shipments. Documents must be faxed to Wynn Las Vegas Business Service Center at (702) 770-1500, not later than five (5) business days prior to the arrival of shipment. Shipments arriving without prior arrangements may be refused.

3. ADVANCED SHIPMENTS TO WYNN LAS VEGAS WAREHOUSE/RECEIVING DOCK (Hours of Operation: 6 AM to 4 PM Daily):
Freight and package processing will be handled by Wynn Las Vegas personnel only. Any shipment received from carriers prior to move-in date will be charged a storage fee of \$10.00 per 100 lbs./cwt. per day. At the end of your event, items will be picked up from your location and delivered to the common carrier. All shipments must be crated or palletized and shrink-wrapped to be accepted by Wynn Las Vegas.

4. All items arriving by a common carrier (regular route LTL carriers with established local terminals) van line, specialized carrier, company truck, or personal vehicles will be subject to the following labor and equipment charges:

Labor: \$75.00 per 100 lbs./cwt. (applies to all Inbound and Outbound shipments.)
Forklift: \$100.00 each way
Storage: \$10.00 per 100 lbs./cwt. per day

Inbound and outbound labor charges are based on the incoming weight. All weights are rounded off to the nearest 100 lbs./cwt. There is a minimum charge of \$75.00 per shipment.

5. The above rates do not include skidding, unskidding, shrink-wrapping, or in-house movement. The hourly labor rate for these services is \$50.00. Minimum charge \$50.00.

Schedule B — Package Handling Rates

Charges are based on the following scale:

Inbound and Outbound

Packages and Letters: 0 to 15 lbs. \$8.00
16 to 30 lbs. \$15.00
31 to 50 lbs. \$20.00
51 to 80 lbs. \$40.00
81 to 100 lbs. \$60.00

—SEE REVERSE FOR ADDITIONAL TERMS—

Please Furnish the Following Information:

1. Description of Shipment _____
2. Number of Items _____
3. Estimated Weight of Shipment to Nearest 100 lbs./cwt. _____
4. Special Handling Instructions _____

I have read both sides of this agreement and agree to all terms and conditions thereof; Signature	Date Room #	Master Account / Credit Card # (Exp. Date)
--	--------------------	--

MATERIAL HANDLING TERMS AND CONDITIONS

IMPORTANT! ALL SHIPMENTS ARRIVING BY VANS, PRIVATE VEHICLES, COMPANY VEHICLES, OR PRIVATE CONTRACT CARRIERS WILL BE HANDLED BY WYNN LAS VEGAS **PERSONNEL ONLY** AND **MUST** HAVE CERTIFIED WEIGHT TICKETS FOR EACH SHIPMENT ON THE VEHICLE. ALL SHIPMENTS MUST BE DELIVERED TO WYNN LAS VEGAS RECEIVING DOCK AND BE ACCCOMPANIED BY CERTIFIED WEIGHT TICKETS WITH GROSS AND TARE WEIGHTS WHICH ARE USED TO DETERMINE THE **NET** WEIGHT OF YOUR SHIPMENT. WEIGH TICKETS MAY BE OBTAINED AT ANY TRUCK WEIGH STATION AT POINT OF ORIGIN OR IN LAS VEGAS. YOUR CONVENTION HANDLING CHARGES AT THE CONVENTION ARE DETERMINED BY THE **NET** WEIGHT OF YOUR SHIPMENT. SHIPPING ARRANGEMENTS SHOULD BE MADE AT THE EARLIEST POSSIBLE DATE BUT NOT LATER THAN TWO WEEKS PRIOR TO THE START OF YOUR CONVENTION. SHIPMENTS ARRIVING AT THE WYNN LAS VEGAS RECEIVING AREA WITHOUT APPROPRIATE DOCUMENTS OR PRIOR ARRANGEMENTS MAY BE ASSESSED **A 25% LATE FEE. (CONVENTION DOCK HOURS OF OPERATION: 6 AM TO 4 PM DAILY)** **WYNN LAS VEGAS WILL NOT ACCEPT ANY COLLECT SHIPMENTS.**

A. LIMITS OF LIABILITY

LIABILITY IS LIMITED TO A MAXIMUM OF \$50.00 PER ITEM BUT NOT TO EXCEED \$750.00 PER SHIPMENT NO MATTER HOW MANY ITEMS.

WYNN LAS VEGAS WILL NOT ACCEPT RESPONSIBILITY FOR SHIPMENTS LEFT UNATTENDED IN A MEETING OR BALLROOM AREA OR ITEMS RECEIVED WITHOUT RECEIPTS OR FREIGHT BILLS. AT THE CLOSE OF EACH CONVENTION, IF A CARRIER REFUSES TO ACCEPT OR PICK UP ANY SHIPMENT, AN ADDITIONAL STORAGE CHARGE OF **\$10.00/CWT. PER DAY** WILL APPLY.

B. PROTECT YOUR SHIPMENT

ENSURE ALL MERCHANDISE, DISPLAY EQUIPMENT AND MATERIALS ARE FULLY INSURED AGAINST FIRE, THEFT, AND ALL HAZARDS WHILE IN TRANSIT. WYNN LAS VEGAS WILL NOT ACCEPT RESPONSIBILITY FOR CONSEQUENTIAL LOSS OR DAMAGE. HANDLING OF LOOSE EXHIBIT MATERIALS OR ITEMS INADEQUATELY PACKED WILL BE AT THE CONVENTIONEER'S OWN RISK.

C. EMPTY CONTAINER STORAGE

EMPTY CONTAINERS WILL NOT BE REMOVED FROM MEETING OR BALLROOM AREAS FOR STORAGE UNLESS THEY ARE LABELED AS SUCH, INCLUDING GUEST AND CONVENTION NAMES. CONTAINERS NOT PROPERLY IDENTIFIED MAY BE LOST OR DESTROYED, AND AS SUCH, WILL BE AT THE CONVENTIONEER'S OWN RISK.



Wynn I Encore Las Vegas Business Center

Wynn Business Services: please call - (702) 770-2370 Encore Business Services: Please call (702) 770-4340

E-Mail: businesscenter@wynnlasvegas.com

There is a \$150.00-Delivery/Pickup fee per delivery for all copiers Monday-Friday, and \$250.00 for Weekends or Holidays

A Ricoh trouble shooting representative is available on property from 7AM to 6PM Monday to Friday and Saturday & Sunday 9AM -5PM

and will be dispatched to your location within one hour after placing the call.



ENTERTAINMENT PRODUCTION SERVICES EXHIBITOR ORDER FORM

Fax completed forms to 702.770.1560
Questions, please call 702.770.2860

Email completed forms to Julie.Hoffman@WynnLasVegas.com

Flat Panel Displays	Qty.	Daily Rate	# of Days	Total
23" LCD Screen with Tabletop Stand		\$		\$
32" LCD Screen with Tabletop Stand		\$		\$
42" LCD Screen with Floor Stand		\$		\$
50" Plasma Screen with Floor Stand		\$		\$
60" Plasma Screen with Floor Stand		\$		\$
70" Display available. Call for quote.		\$		\$
80" Display available. Call for quote.		\$		\$
Video Projection	Qty.	Daily Rate	# of Days	Total
HD Projectors available. Call for quote.		\$		\$
Sanyo PLC XP57 (5.5K Lumens, XGA, 1024x768)		\$		\$
Sanyo PLC XP200L (7K Lumens, XGA, 1024x768)		\$		\$
Christie LX 100 (10,000 Lumens, XGA, 1024x768)		\$		\$
Cradle Screen 10'		\$		\$
Tripod Projection Screen 8'		\$		\$
Video Equipment	Qty.	Daily Rate	# of Days	Total
DVD Player		\$		\$
Blu-ray Player		\$		\$
Sony Beta SP Player w/ 8" Monitor (1800 or 2800)		\$		\$
Data/Video Interface	Qty.	Daily Rate	# of Days	Total
Extron Video Distribution Amplifier (1 in x 4 out)		\$		\$
Extron VGA Switcher (Standard, 1 x 4 or 1 x 6)		\$		\$
Folsum Presentation Pro Video Switcher w/ 8" Monitor		\$		\$
Folsum Image Pro Video Switcher w/ 8" Monitor		\$		\$
Audio	Qty.	Daily Rate	# of Days	Total
Powered Speakers on Stands (Pair)		\$		\$
Powered Speaker on Stand		\$		\$
Wired Microphone on Stand		\$		\$
Wireless Microphone on Stand (Lavalier or Handheld)		\$		\$
CD Player		\$		\$
12 Channel Audio Mixer		\$		\$
iPod/Computer Connection		\$		\$

Banners	Qty.	Daily Rate	# of Days	Total
10' x 10' and under		\$		\$
10' and over - call for quote		\$		\$
A/V Support	Qty.	Daily Rate	# of Days	Total
Elmo HV-5100XG Visual Presenter (Document Camera)		\$		\$
Speaker Timer		\$		\$
Wireless Mouse*		\$		\$
Laser Pointer*		\$		\$
34" or 42" Skirted Cart		\$		\$
Flip Chart w/ Pad & Markers		\$		\$
Flip Chart w/ Adhesive Flip Chart Pads & Markers		\$		\$
Rolling White Board (6' x 4' w/ Markers; Cork on one side)		\$		\$
*If items are not returned, a \$125 fee will be applied to the final bill.				
Cable TV	Qty.	Daily Rate	# of Days	Total
Basic Cable with Tuner - Standard Definition		\$		\$
Power	Qty.	Daily Rate	# of Days	Total
For Power Options Contact Production Services: 702.770.2860		\$		\$
				TOTAL
\$				\$



Order Information

Phone:

Fax:

Email:

\$

Event Name _____ Event Dates _____

Company Name _____ Company Contact _____

Cardholder's Name _____

Cardholder's Address _____

Phone Number _____ Fax Number _____

Credit Card Number _____ Exp. Date _____

Signature _____ Card Type American Express VISA MasterCard
 Discover Other _____

Billing Address _____

Email Address _____ On Site Contact _____

Delivery Location _____ Booth Number _____

Delivery and Pick Up: Day _____ Date _____

Delivery Time _____ EPS Contact _____



Wynn Las Vegas Telecommunications/PABX Use Only				
Received Date				
Received Time				
Install Date				
Assigned To				
Comments				

REQUEST FOR VOICE SERVICES

- This completed form along with a room/booth layout showing drop locations should be faxed to Wynn Las Vegas Telecommunications/PABX Services
FAX 702-770-1568 PHONE 702-770-2330 3131 Las Vegas Blvd. South, Las Vegas, Nevada 89109
- If other special telecommunication equipment or voice services are required which are not detailed on this form, please fax along with this request.
- Orders will be fulfilled in the order they were received.

Event Name					
Contact	E-Mail				
Telephone Number	Fax Number				
Address					
City	State	Zip Code			
Group	Room/Booth				
Install Date	Install Time	Remove Date	Remove Time		
ALL INFORMATION ABOVE MUST BE COMPLETED IN ORDER TO PROCESS REQUEST					
Voice Services (Per Event)	Quantity			Cost	Total
	Restricted In-House Only	Restricted Local & Toll Free Only	Unrestricted Long Distance		
Standard Telephone (Two-Lines)				\$ 250.00	
Additional Rollover Line (Multi-line up to 24 lines)				\$ 100.00	
Additional Extension (Same Phone)				\$ 150.00	
Fax/Modem Line (Line ONLY – does not include machine)				\$ 250.00	
Phone Long Distance Access Security Code				\$ 50.00	
Polycom Speaker Phone (\$500 refundable deposit required)				\$ 375.00	
Relocation / Change Fee				\$ 100.00	
T-1 extended from demark (Customer must order T-1 from Sprint or other vendor. Vendor can only drop T-1 to demarcation point in Technology Center)				\$ 500.00	
Other				\$	
GRAND TOTAL					

All Telephone Equipment must be returned to Wynn Las Vegas Telecommunications/PABX Department

Name of Cardholder				
Credit Card Number			Expiration Date	
Type of Card	<input type="checkbox"/> American Express <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover <input type="checkbox"/> Other			
Wynn Las Vegas Master Account Number				
Card Holder Signature/Agreement				
I authorize the charges detailed within this request form to be charged to my credit card listed here. By signing I also agree that I have read and agree to the terms and conditions set forth for these services by Wynn Las Vegas Telecommunications/PABX Department.				

TERMS AND CONDITIONS

- a) Client agrees not to misuse Wynn Las Vegas Telecommunications equipment. Wynn Las Vegas Telecommunications/PABX Department reserves the right to disconnect any client if they are found to have violated this usage agreement.
- b) Wynn Las Vegas Telecommunications/PABX is not responsible for the loss or damage to any equipment provided by a client or a third party.
- c) CANCELLATION POLICY Any order or portion of an order that is cancelled by the customer after Wynn Las Vegas Telecommunications/PABX Department has completed processing said order, will be subject to a cancellation fee of 10% of the cancelled portion. When installation of the ordered services has been completed, no canceled order will receive a refund of any percentage of the canceled portion.
- d) Choice of Law: Wynn Las Vegas Telecommunications/PABX Department is a department of Wynn Las Vegas, a Nevada Limited Liability Company. This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the exclusive place of venue and jurisdiction shall be the county of Clark in the State of Nevada.
- e) Modification: This agreement shall not be modified or amended by the parties except by written instrument signed by the parties.
- f) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto respecting the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- g) Acceptance of Terms: Clients expressly acknowledges by receipt of Services and/or Products delivered by Wynn Las Vegas Telecommunications/PABX Department to Client or its designee, to the terms and conditions herein contained.
- h) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- i) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment accessories, remote controls, cables, knobs, switches, and cases are included in equipment responsibility.
- j) Equipment procedures:
 - 1) Phone instruments will be delivered to your location.
 - 2) Exhibitors will be responsible for the protection of any equipment rented from Wynn Las Vegas Telecommunications/PABX and will ensure that all equipment is returned to Wynn Las Vegas Telecommunications/PABX. Wynn Las Vegas Telecommunications/PABX reserves the right to charge the customer for any lost equipment.
 - 3) Rental equipment provided by Wynn Las Vegas Telecommunications/PABX Department for this order will remain the property of Wynn Las Vegas Telecommunications/PABX Department.
 - 4) Only Wynn Las Vegas Telecommunications/PABX or Wynn Las Vegas EPS personnel are authorized to modify system wiring or cabling within the facility.
 - 5) All equipment must comply with F.C.C. regulations.
 - 6) Long distance service is provided by Sprint

PHONE USAGE CHARGES

Long distance and phone usage are billed by Resort through Sprint. Standard phone usage charges applied are as follows:

"There will be a \$1.00 access surcharge for credit card, collect, and third party calls (in addition to the actual cost of the calls). Local and Toll-Free Calls (800, 888, 877, and 866 prefixes): \$1.25 per call for the first 30 minutes and \$0.15 per minute for each additional minute.

All direct dialed Long Distance and International calls will be charged Sprint Operator Assisted rates plus a hotel surcharge of 45%.

Directory Assistance: \$1.50 (Local or Long Distance)

Operator Services for this phone are provided by: ASC Telecom, P.O. Box 709 Winona, MN 55987-0709

Any complaints regarding telephone charges and services can be directed to:

The Federal Communications Commissions
Common Carrier Bureau, Enforcement Division
445 12th Street, SW
Washington DC 20554

It is illegal for any party to transmit or download copyrighted material. Under new laws Internet Service Providers may be prosecuted for any material that is transmitted on their network. In order to prevent our company being prosecuted, Wynn Las Vegas EPS will take action against any customer found to be violating copyright laws.

Digital Millennium Copyright ACT ("DMCA") Notice. In operating the Service, we may act as a "services provider" (as defined in the DMCA) and offer services as an online provider of materials and links to third party web sites. As a result, third party materials that are not owned or controlled by us may be transmitted, stored, accessed or otherwise made available using the Service. If you believe any material available via the Service infringes a copyright, you should notify us using the notice procedure for claimed infringement under the DMCA. We will respond expeditiously to remove or disable access to material we determine may be infringing and will follow the procedures specified in the DMCA to resolve the claim between the notifying party and the alleged infringer who provided the applicable content. The address for infringement notices under the DMCA is Wynn Las Vegas, LLC, 3131 Las Vegas Blvd, South, Las Vegas, NV 89109.



Wynn | Encore
Advanced Convention Services Order Form
3131 Las Vegas Blvd. South, Las Vegas, NV 89109
Office (702) 770-2737 Fax (702) 823-3705

Event Information		Contact Information	
Event:	Name:		
Company:	Billing Address1:		
Room/Booth#:	Billing Address2:		
Install Date & Time:	City:		
Removal Date & Time:	State:	Zip:	
On-site Rep:	Phone #:		
On-site Mobile #:	Email:		
Wynn/Encore Contact (CSM, Catering, etc.):	Wynn/Encore Contact Phone #:		

Services

Short-Term, Individual Wi-Fi (Paid onsite via credit card only. Up to 5Mbps)

Users will connect to "Wynn Convention" or "Encore Convention" wifi, open a web browser, and then follow the onscreen instructions for Credit Card Access. This is available for onsite purchase only and payable via credit card only.

1 Hour	\$9.95
3 Hours	\$24.95
24 Hours	\$99.95

Business Starter packages (up to 10Mbps; 1 connection)	Price	Quantity	Total
One Wireless Code for 1 or 2 days	\$350		
One Wireless Code for 3 to 7 days	\$399		
One Wired Connection for 1 or 2 days (one location)	\$375		
One Wired Connection for 3 to 7 days (one location)	\$424		
Business Select packages (up to 10Mbps)	Price	Quantity	Total
Three Wireless Codes for 1 or 2 days	\$776		
Three Wireless Codes for 3 to 7 days	\$1,195		
Additional Wireless Code (Qty: 1-25 = \$40 each; 26-50 = \$30 each)	(\$40/\$30)		
Two Wired Connections for 1 or 2 days (one location)	\$826		
Two Wired Connections for 3 to 7 days (one location)	\$1,245		
Additional Wired Connection	\$125		
	Subtotal Page1:		

**** Orders received less than 7 days prior to start of event will be assessed an expedite fee of 20% ****

For custom wireless networks and/or more than 50 wireless connections, please contact a sales representative for a quote (702-770-2737).

Additional Services – (weekly pricing)	Price	Quantity	Total
* Switch Rental (required if ordering more than 1 wired connection in a location)	\$125*		
* Cable Rental	\$25*		
100 Mbps Wired Connection Speed Upgrade (not dedicated speed)	\$3,000		
Additional Location	\$250		
Public Static IP (used for printers or servers; does not come with a wire)	\$125		

Wi-Fi service is via dual-band, 802.11n

Printer networking services are available from the Business Center (Wynn: 702-770-2370 / Encore: 702-770-4340)

	Subtotal Page2:	
	Page 1 Total:	
* Equipment rentals are the only items subject to sales tax.	Tax (8.1%)*	
	Other:	
	Grand Total:	

Payment Type (Please Select One)

Master Account:	Please provide master account #: _____
Credit Card:	Once your order is processed by Cox, you will receive an email which contains a link which you'll need to click on, in order to enter your credit card information.
Check: (Must be received 10 days before event)	Payable to: Cox Communications Mail to: Attn: Alicia Pelzer-Williams (ACS) 1700 Vegas Drive, Las Vegas, NV 89106

*** Please fax completed order form to Fax# 702-823-3705 ***

or

*** Email to: acs@cox.com ***

If you have questions, please call our sales & support line: 702-770-2737

Service Authorization

The undersigned represents that he/she is the Customer or is the Authorized Customer Representative identified above and is authorized to sign this Agreement on behalf of Customer for the services in this Agreement. The undersigned further represents that the Customer Information and the Authorized Customer Representative Information is true and correct. This Agreement binds Customer to the Rates, Terms and Conditions of Service applicable to each of the services selected above, including any termination penalties that may apply. All Services are subject to the Terms and Conditions on Pages 3 & 4 attached hereto. Internet, Data, Web Hosting and/or Web Conferencing, CoxMail(sm) E-Mail Services, if selected by Customer, are subject to Acceptable Use Policies located at www.coxbusiness.com/acceptableusepolicy.pdf and Customer acknowledges receipt of these by signing below. Prices listed do not include applicable taxes, fees, assessments or surcharges. Until this Agreement is signed by Customer, it serves as a proposal which may be withdrawn or changed at any time by Cox. Cox will honor the prices in this proposal provided Customer delivers a signed contract to Cox within thirty days from the contract date above. If Customer terminates any Service that is part of a bundle offering, the remaining Services shall be subject to price increase for the remaining Service term. Customer agrees that Cox may execute this Agreement using an electronic signature.

Customer's Signature: _____ Date: _____

Print Name: _____

Notes:

Diagram Sketch of Room or Booth for Location of Wired Connections

COX BUSINESS ACS Terms And Conditions

1. Service and Installation

Cox shall provide Customer with the Services and Equipment identified on the first page of this Agreement. Customer is responsible for damage to any Cox equipment. Customer may use the Services for any lawful purpose, provided that such purpose (a) does not interfere or impair the Cox network, equipment or facilities and/or (b) complies with the applicable Acceptable Use Policies ("AUP") which are incorporated herein by reference. Customer shall use the equipment only for the purpose of receiving the Services. Unless provided otherwise herein, Cox shall use reasonable efforts to maintain the Services in accordance with applicable performance standards. For Cox Internet Services, bandwidth speed options may vary. Customer may not always receive or obtain optimal bandwidth speeds and Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the data, Internet, web conferencing/web hosting Services shall be subject to the Cox AUP and the AUP is available online at www.coxbusiness.com/acceptableusepolicy.pdf. Web hosting Customers may view their AUP by clicking on the Control panel. The AUPs may be amended from time to time during the Term of this Agreement. Customer's continued use of the Services following an amendment shall constitute acceptance.

2. Service Date and Term

This Agreement shall be effective upon execution by the parties. Services shall be provided for the applicable term set forth on the first page of this Agreement and such term shall begin upon installation of Service. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for any damages whatsoever resulting from delays in meeting any service dates due to delays resulting from construction or for reasons beyond its control.

3. Customer Responsibilities

Customer is responsible for arranging all necessary rights of access for Cox including space for cables, conduits, and equipment as necessary for Cox-authorized personnel to install, repair, inspect, maintain, replace or remove any and all facilities and equipment provided by Cox. Customer shall provide a secured space with electrical power, climate control and protection against fire, vandalism, and other casualty for Cox's equipment. Customer shall use the Services in compliance with all applicable laws and ordinances, as well as applicable leases and other contractual agreements between Customer and third parties. If Customer engages in a public performance of any copyrighted material contained in any of the Services provided under this Agreement, the Customer, and not Cox, shall be responsible for obtaining any public performing licenses. Customer is responsible for ensuring that Customer's equipment is compatible for the Services selected and with the Cox network.

4. Equipment

Unless otherwise provided herein, Customer agrees that Cox shall retain all rights, title and interest to facilities and equipment installed by Cox thereunder and that Customer shall not create or permit to be created any liens or encumbrances on such equipment. Internal Wiring shall not be considered equipment and shall become the property of Customer upon initiation of Service. Cox shall install equipment necessary to furnish the video Services to Customer. Customer shall not modify or relocate equipment installed by Cox without the prior written consent of Cox. Customer shall not permit tampering, altering or repair of the equipment by any person other than Cox's authorized personnel. For Cox-owned equipment, Customer shall, at the expiration or termination of this Agreement, return the equipment in good condition, ordinary wear and tear resulting from proper use excepted. In the event the equipment is not returned to Cox in good condition, Customer shall be responsible for the value of such equipment. Cox shall repair any equipment owned by Cox at no charge to Customer provided that damage is not due to the negligence of Customer. If additional equipment, including but not limited to, televisions, monitors, computers, circuits, software or other devices, are required by Customer to use the Services, Customer shall be responsible for such equipment.

5. Resale of Service

Unless authorized in writing by Cox, Customer may not resell any portion of the Service to any other party; provided, however, Customer may, with Cox's prior written consent, resell web hosting for third parties through the Services. Customer shall be responsible for any software and content displayed and distributed by Customer or Customer's web hosting customers, if any.

6. Default

If Customer fails to comply with any material provision of this Agreement, including, but not limited to failure to make payment as specified, then Cox, at its sole option, may elect to pursue one or more of the following courses of action upon proper notice to Customer as required by tariff or applicable law: (i) terminate service whereupon all sums then due and payable shall become immediately due and payable, (ii) suspend all or any part of Services, and/or (iii) pursue any other remedies, including reasonable attorneys' fees, as may be provided at law or in equity, including the applicable termination liabilities.

7. IP Address and Domain Name Registration

Cox will allocate IP addresses to Customer according to InterNIC guidelines. All IP addresses assigned by Cox must be relinquished by Customer upon the expiration, termination or cancellation of this Agreement. IP address shall be subject to the IP policy in the AUP. If Customer requests, Cox will register an available domain name on behalf of Customer, and such registration shall be subject to rules promulgated by the domain name registrar, which may be amended from time to time and are presently posted at Register.com <http://www.register.com/retail/policy/servicesagreement.rcmx> or Verisign at http://www.netsol.com/en_US/legal/static-service-agreement.jhtml.Customer is responsible for payment and maintenance of domain name registration.

8. Termination

A 10% fee will be applied to all orders canceled between the date the order is placed, and the installation date. No refunds will be provided to orders which have been installed." If Cox is delivering Services via wireless network facilities and there is signal interference with such Service, Cox may terminate this Agreement if Cox cannot resolve the interference by using commercially reasonable efforts.

9. LIMITATION OF LIABILITY.

COX SHALL NOT BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, NOR SHALL COX BE RESPONSIBLE FOR FAILURE OR ERRORS IN SIGNAL TRANSMISSION, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. COX SHALL NOT BE LIABLE FOR DAMAGE TO PROPERTY OR FOR INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX BE LIABLE FOR ANY SPECIAL OR CONSEQUENTIAL DAMAGES INCLUDING LOST PROFITS ARISING FROM THIS AGREEMENT. COX'S MAXIMUM LIABILITY TO CUSTOMER ARISING UNDER THIS AGREEMENT SHALL BE THE LESSER OF \$5,000.00 OR THE AMOUNT ACTUALLY PAID BY CUSTOMER FOR SERVICES HEREUNDER.

10. Assignment

Customer may not assign, in whole or in part, this Agreement without the prior written consent of Cox, which consent may be withheld in Cox's discretion. Cox may assign this Agreement and Service may be provided by one or more legally authorized Cox affiliates.

11. WARRANTIES

EXCEPT AS PROVIDED HEREIN, THERE ARE NO AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

12. INDEMNITY

Customer shall indemnify and hold Cox and its respective affiliates, subcontractors, employees or agents harmless (including payment of reasonable attorneys fees) from and against any claim, actions or demands relating to or arising out of Customer's use of the Service including without limitation

- (i) any content or software displayed, distributed or otherwise disseminated by the Customer, its employees, or users of the Services,
- (ii) any claim that Customer's use of the Service including the registration and maintenance of Customer's selected domain name(s), infringes on the patent, copyright, trademark or other intellectual property right of any third party;
- (iii) any malicious act or act in violation of any laws committed by Customer, its employees or users using the Services; and/or
- (iv) violation by Customer, its employees or authorized users of the Cox AUPs.

13. Viruses, Content, Customer Information

Software or content obtained from the use of Service may contain viruses or other harmful features and Customer is solely responsible for protecting its network, equipment and software through the use of firewalls, anti-virus, and other security devices. Through the use of the Service, Customer may obtain or discover content that is offensive or illegal and Customer assumes the risk and is solely responsible for its access to such content. Cox may disclose Customer information to law enforcement or to any Cox affiliate. Cox may delete any Internet traffic or e-mail that contains a virus. If Customer operates a wireless local access network in connection with the Services, Customer is solely responsible for the security of its network.

4. Miscellaneous

This Agreement, the tariffs, the documents referenced herein, and the AUPs constitute the entire agreement between Cox and Customer for the Services and equipment provided herein. The invalidity or unenforceability of any term or condition of this Agreement shall not affect the validity or enforceability of any other provision. Except as provided herein, this Agreement may be modified, waived or amended only by a written instrument signed by the parties. The rights and obligations of the parties under this Agreement shall be governed by the laws of the State of Nevada. The failure by either party to exercise one or more rights provided in this Agreement shall not be deemed a waiver of the right to exercise such right in the future. Notices required by this Agreement shall be in writing and shall be delivered either by personal delivery or by mail. If delivered by mail, notices shall be sent by any express mail service; or by certified or registered mail, return receipt requested; with all postage and charges prepaid. All notices and other written communications under this Agreement shall be addressed to the parties at the addresses on the first page of this Agreement, or as specified by subsequent written notice delivered by the party whose address has changed.

15. Regulatory Authority-Force Majeure

This Agreement and the obligations of the parties shall be subject to modification to comply with all applicable laws, regulations, court rulings, and administrative orders, as amended. In no event shall either party have any claim against the other for failure of performance if such failure is caused by acts of God, natural disasters including fire, flood, or winds, civil or military action, including riots, civil insurrections or acts of terrorists or the taking of property by condemnation.

16. Web Hosting Servers.

Cox reserves the right to select the server for Customer's web site for best performance. The Customer understands that the Services provided by Cox may be provided on a shared server. This means that one web site cannot be permitted to overwhelm the server with heavy CPU usage, for example from the use of highly active CGI scripts or chat scripts. If the Customer's web site overwhelms the server and causes complaints from other users, the Customer has outgrown the realm of shared services and will be required by Cox to relocate its web site. If the Customer refuses to comply with this Section, then Cox has the right to terminate the Services. Cox will use reasonable efforts to maintain a full time Internet presence for the Customer. The Customer hereby acknowledges that the network may, at various time intervals, be down due, but not restricted to, utility interruption, maintenance equipment failure, natural disaster, acts of God, or human error and Cox shall not be liable to customer for such outages or server downtime.

17. Digital Millennium Copyright Act.

Cox is registered under the Digital Millennium Copyright Act of 1998. Pursuant to 17 U.S.C. Section 512(c)3, if you believe that a Web page hosted by Cox is violating your rights under U.S. copyright law, you may file a complaint with Cox's designated agent. Please contact DMCA@Cox.com for information necessary to file your complaint with Cox.



Floral Order Form

ALL ORDERS MUST BE PLACED 10 DAYS PRIOR TO EVENT DATE
Any Orders after this date will be subject to a 25% surcharge
Completed Orders fax to (702)770-1550

GROUP NAME:

Select: Ceramic Vase Glass Vase

Type: Modern/Architectural Country/Garden Elegant/Rich Eclectic/Funky

Do you have a special flower preference? Y / N

Or a Seasonal Arrangement? Y / N

If Yes:

If Yes:

Flower color preferences:

Comments:

Sizing Options: Please indicate number of each next to the appropriate size.

Small: Appropriate for intimate cocktail table.
Arrangement approx. 8" tall x 4.5" wide. **Cost \$85**

Medium: Appropriate for larger 6' or 8' round table or reg. desk.
Arrangement approx. 30" tall x 10" wide. **Cost \$200**

Large: Appropriate for a corner booth or as an accent piece.
Arrangement approx. 36" tall x 18' wide. **Cost \$350**

Extra Large: Appropriate as the focal point of a booth or exhibit.
Arrangement approx. 48" tall x 36" wide. **Cost \$500**

Total Number: _____

Total Cost: _____

Service Call: Your arrangement will stay fresh for two days.

Do you want to schedule for a Refresh Service Call to replace water and trim wilted flowers? Y / N

Small: \$45 per refresh

Large: \$65 per refresh

Medium: \$55 per refresh

Extra Large: \$85 per refresh

Date and times requested for refresh: _____ / _____

Billing Information: _____

Credit Card #: _____ Exp Date (mm/yy) _____

Name of Card: _____

Authorized Signature: _____

Once your floral order has been received, you will be contacted via e-mail as confirmation, please provide the below information requested.

E-mail Address: _____

Phone No. _____

Deliver to: _____

Room No. _____

Booth No. _____

Date/Time _____

Receiving Signature: _____

(Once completed, please fax to your Catering Manager at (702) 770-1550.)

TECHNOLOGY RENTAL ORDER FORM



QTY	LARGE LED & LCD DISPLAYS - Include Desk Stand	SHOW PRICE	TOTAL
	32" LCD Display (16:9)	\$451.00	
	24" LCD Display (16:9)	\$171.00	
	20" LCD Display (16:9)	\$105.00	
	Dual Post Stand	\$150.00	
	72" Single Post Stand for 19-24" LCD Monitors being used with SSR Display	\$105.00	
	72" Single Post Stand for 19-24" LCD Monitors w/ clients own display & mount	\$198.00	
	Wall Mount Bracket for 19"-24" LCDs	\$75.00	



QTY	TOUCH SCREEN LCD DISPLAYS	SHOW PRICE	TOTAL
	32" LCD Touch Screen Display	\$721.00	
	42" LCD Touch Screen Display	\$1,144.00	

QTY	TABLE TOP LCD DISPLAYS	SHOW PRICE	TOTAL
	24" LCD Display (16:9)	\$171.00	
	19" LCD Display (4:3)	\$125.00	
	Wall Mount Bracket for 19-24" LCDs	\$75.00	



QTY	HP TOUCHSMART All-In-One PC – Win Vista 64Bit Business Edition	SHOW PRICE	TOTAL
	Core 2 Duo 2.16Hz, 4GB RAM, 500GB HD, 22" Touchscreen LCD	\$450.00	



QTY	PC DESKTOPS & LAPTOPS- Includes 17" LCD	SHOW PRICE	TOTAL
	C2D 2.4GHz, 2GB RAM, 160GB HD, DVD-CDRW, NIC	\$209.00	
	Quadcore i7 2.93GHz, 8GB RAM, 1TB Hard Drive	\$336.00	

QTY	APPLE EQUIPMENT	SHOW PRICE	TOTAL
	Apple 24" IMAC Intel Core 2 Duo 2.4GHz 4GB 250GB DVDRW	\$451.00	
	Apple 15.4" MacBook Pro Core 2 Duo 2.0GHz 2GB 250GB DVDRW	\$451.00	

QTY	FRIENDLYWAY KIOSKS	SHOW PRICE	TOTAL
	Friendlyway 19" Kiosk	\$919.00	
	Friendlyway 17" Kiosk	\$803.00	



QTY	Printers/MFD	SHOW PRICE	TOTAL
	HP 4350 B&W	\$250.00	
	HP4700 Color	\$550.00	
	Brother 9320MFD Color	\$660.00	
	Brother 8065MFD B&W	\$440.00	

	Equipment Sub Total	
--	----------------------------	--



IF YOU DO NOT SEE WHAT YOU ARE LOOKING FOR, PLEASE CALL RORY NOCON AT (858)278-9666 ext 4805
FOR MORE INFORMATION YOU CAN ALSO EMAIL ME AT RNOCON@SMARTSOURCERENTALS.COM

Roger Pryor Enterprises

Mailing Address: 4437 Simmons Street
N. Las Vegas, NV 89031
TEL: 702-648-2755
FAX: 702-648-4530

Website: www.springvalleyfloral.com

FLORAL DECORATIONS

NAME OF EVENT: _____

LOCATION: _____

DATE/TIME IN: _____

DATE/TIME OUT: _____

RENTAL GREEN & FLOWERING PLANTS	Cost Each up to 3 days	Cost Each 4 to 5 days	Quantity	Total
Mum Plants ____ yellow ____ white ____ lavender	13.00	19.50		
Bromeliad	14.00	21.00		
Green Table Plant	13.00	19.50		
Regular Fern	11.00	16.50		
Large Fern	13.00	19.50		
3-foot Green Plant	18.00	27.00		
4-foot Green Plant	18.00	27.00		
5-foot Green Plant	24.00	36.00		
6-foot Green Plant	29.00	43.50		
8-foot Green Plant	34.00	51.00		
Ficus Grouping 1-6'ficus, 2-4'ficus, 2-3'arbs	101.00	151.50		
Palm Grouping 1-6'palm, 2-4'palm, 2-3'palm	101.00	151.50		
Lights on trees	10.00			

TOTAL: _____

ALL PRICES INCLUDE
INSTALLATION, SERVICING,
AND REMOVAL AT END OF
EVENT.

Prices are based on up to a
3 day rental period. For
over 3 days please add 50%
If rental is longer than 5
days please call for pricing.

All orders not cancelled less than
12 hours prior to delivery are
subject to full rental price.

A \$25 Delivery charge will be
added to all orders within
the Downtown/Strip area.
Delivery price increases
outside that area.
Delivery or pickup after
9pm is an additional
\$25.00.

ALL PLANTS INCLUDE
DECORATIVE CONTAINERS

PLEASE CHECK ONE
____ WHITE ____ BLACK
____ TERRA COTTA

PAYMENT POLICY: ALL ORDERS MUST BE PAID IN ADVANCE

Enclose your check or credit card information as indicated below. Make checks payable to : Roger Pryor Enterprises..

Credit Account Number

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16

Expiration Date MM/YY

 -

American Express (15 Digits) Check

MasterCard (16 Digits) Visa (13 or 16 Digits)

Authorized Signature

Name on Card

CCV Code

RETURN THIS ORDER WITH PAYMENT TO ROGER PRYOR ENTERPRISES

Company _____ Phone _____ Fax _____

Address _____ Cell _____

City, Zip, State _____ E-mail _____

Authorized Signature _____ BOOTH/ROOM # _____

UNION & MATERIAL HANDLING FEES: All MATERIAL HANDLING & UNION LABOR costs associated with the delivery, installation and removal of equipment are the customer's responsibility and will be billed directly to the customer. Please ask your sales representative for weights and cost estimations.

SERVICE: All rentals include 24x7 service & support.

DAMAGE WAIVER/LOSS COVERAGE: Unless you have selected the damage waiver and loss coverage under this agreement, you are required to keep our property insured against loss by fire, theft, and other risks included in the standard form of "all risk" insurance naming us as additional insured" and "loss payee." In the event of such a loss, you agree to promptly reimburse us for the replacement cost of such property and claims for all losses and injuries caused by such property. Intentional abuse is excluded from coverage of the damage waiver and loss coverage and a filed police report must be produced for coverage to apply. Unless you have accepted our Damage Waiver Coverage, you will be responsible for the costs resulting from damage to our property including service and repair charges. Damage Waiver Coverage does not extend to misuse or intentional abuse.

DELIVERY/PICKUP: A representative from your organization must be in the booth at the time of delivery and pickup to sign for the equipment. If a repeat delivery is required, an additional charge will apply. Any changes to scheduled delivery time within 7 days of the event will result in an additional charge.

PAYMENT: SmartSource Rentals requires payment in full at the time your order is placed. Payment includes but is not limited to Equipment Rental, Delivery and Tax.

CREDIT CARD: For your convenience, we will use this authorization to charge your credit card for your advance orders and any additional fees incurred as a result of on-site orders by your representatives. These fees include any services provided by SmartSource Rentals or charges we incur on your behalf.

CANCELLATION: Cancellation of rental equipment and services must be made 7 days prior to delivery. No refunds will be made to any order where cancellation is made less than 7 days prior to delivery.

RESPONSIBILITY: Customer is responsible for all loss and damage to equipment. All orders are subject to SmartSource Rentals standard terms and conditions. Prices are subject to change without notice.

EQUIPMENT SUB TOTAL FROM PAGE 1	
<input type="checkbox"/> BY CHECKING THIS BOX YOU ARE DECLINING THE 10.5% FEE FOR DAMAGE WAIVER & LOSS COVERAGE.	
DELIVERY/SET UP & PICK UP 25% OF EQUIPMENT TOTAL (Minimum \$125)	
SUB TOTAL	
SALES TAX RATE	8.10%
SALES TAX	
TOTAL*	
A 25% SURCHARGE MAY BE APPLIED TO EQUIPMENT RENTED WITHIN 7 DAYS OF SHOW	

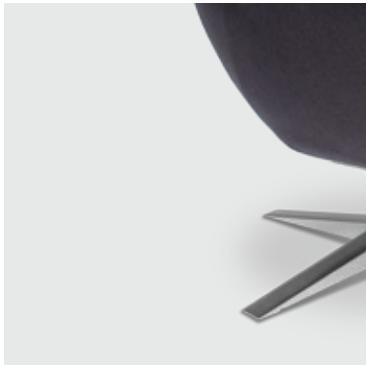
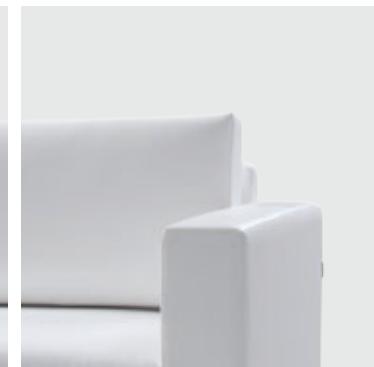
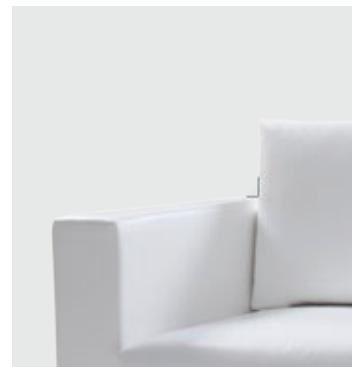
PLEASE FILL IN ALL BOXES BELOW – PLEASE PRINT NEATLY OR TYPE

EXHIBITION INFORMATION	PAYMENT INFORMATION		
Show Name	Company Name		
Exhibiting Company Name	Billing Address		
Booth # & Hall/Room Name	City	State	ZIP
Show Site Contact	Credit Card Number		Exp. Date
Show Site Contact Cell Phone #	Authorized Signature		Security Code
Setup Date & Time (2 hr Window Required)	Print Name		
Pick-up Date & Time (2 hr Window Required)	Email Address		
Ordered By	Phone #	Fax #	

ORDER COMMENTS / INSTRUCTIONS	

**FAX ORDER FORM TO:
(858) 278-9874**

**OR EMAIL ORDER FORM TO:
RNOCON@SMARTSOURCERENTALS.COM**



TRADE SHOW FURNISHINGS 2015 Product Catalog

PREMIER COLLECTIONS

SEE INDIVIDUAL CATEGORIES FOR DETAILED PRODUCT INFORMATION

ROMA



CHR003



SFA003

MIRABEL



CHR001



SFA001

ALLEGRO



CHR002



SFA002

KEY WEST



OCB



LSM



SOM

SOUTH BEACH



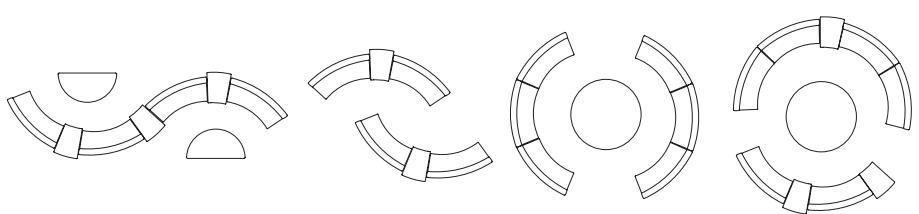
OTS

SO1



SO2

Suggested Uses of South Beach



TANGIERS



TANCHR



TANSOF

NAPLES



NPLCHR



NPLLOV



NPLSOF

HEATHROW



HS008



HC008

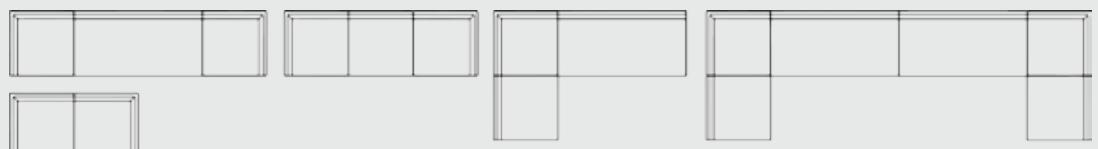


HCH08



HEA08

Suggested Uses of Heathrow



SOFAS & SECTIONALS



HEA08



SO1



SFA001



SFA002



NPLSOF



TANSOF



SOM



SFA003



HS008



SO2

LOVESEATS



LSM



NPLLOV

SOFAS & SECTIONALS

HEA08 Heathrow Sofa
Black Vinyl
48" L 24" D 28" H

SO1 South Beach Sofa
Platinum Suede
69" L 29" D 33" H

SFA001 Mirabel Sofa
Brown Leather
76" L 35" D 32" H

SFA002 Allegro
Blue Fabric
73" L 34.5" D 30" H

NPLSOF Naples Sofa
Black Vinyl
87" L 30" D 28" H

TANSOF Tangiers Sofa
Beige Textured
78" L 37" D 36" H

SOM Key West Sofa
Black
85" L 35" D 33" H

SFA003 Roma
White Vinyl
78" L 31" D 33" H

HS008 Heathrow 3 pc. Sectional
Black Vinyl
72" L 48" D 28" H

SO2 South Beach 3 pc. Sectional
Platinum Suede
152" L 40" D 33" H

LOVESEATS

LSM Key West Loveseat
Black
57" L 35" D 33" H

NPLLOV Naples Loveseat
Black Vinyl
62" L 30" D 28" H

CLUB CHAIRS



CHR003



CHR001



CHR002



NPLCHR



TANCHR



OCB



HCH08



HC008

OCCASIONAL CHAIRS



SWAN



OCA



OCH



BCW



CCE



LABREA



MADGRY

MEETING CHAIRS



OCMESP



OCMTAU

CLUB CHAIRS

CHR003 Roma Chair
White Vinyl
37" L 31" D 33" H

CHR001 Mirabel Chair
Brown Leather
36" L 35" D 32" H

CHR002 Allegro Chair
Blue Fabric
36" L 34.5" D 30" H

NPLCHR Naples Chair
Black Vinyl
36" L 30" D 28" H

TANCHR Tangiers Chair
Beige Textured
34" L 37" D 36" H

OCB Key West
Tub Chair
Black
31" L 31" D 31" H

HCH08 Heathrow Chair
Black Vinyl
24" L 24" D 28" H

HC008 Heathrow
Corner Chair
Black Vinyl
24" L 24" D 28" H

OCCASIONAL CHAIRS

SWAN Swanson Swivel
Chair
White Vinyl
28" L 25" D 18" H

OCA T-Vac Chair
Translucent, Chrome
25" L 23" D 30" H

OCH Madrid Chair
Black Leather
30" L 30" D 31" H

BCW Madrid Chair
White Leather
30" L 30" D 31" H

MEETING CHAIRS

OCMESP Meeting Chair
Espresso Leather
25.5" L 23.5" D 34" H

OCMTAU Meeting
Chair
Taupe Fabric
25.5" L 23.5" D 34" H

OTTOMANS



BNO08



BN075



END02B



END02W



SAL



OSC



OTH



PUZ2SW



CUBL20



VIB05



VIB06



VIB07



VIB08



VIB01



VIB02



VIB03



VIB04



OTS



OTK



OTL



CCB



CCW

OTTOMANS

BNO08 Bench Ottoman
Black Vinyl
60" L 20" D 18" H

BNO75 Bench Ottoman
White Vinyl
60" L 20" D 18" H

END02B Endless Square Ottoman
Black
34" L 34" D 15" H

END02W Endless Square Ottoman
White
34" L 34" D 15" H

SAL Sally Stool
White
12" Round 17" H

OSC Milano Cube
White Leather
17" L 17" D 18" H

OTH Milano Cube
Black Leather
17" L 17" D 18" H

PUZ2SW Puzzle Bench Ottoman
White
48" L 24" D 18" H

CUBL20 Edge LED Cube Ottoman
White Plastic
20" L 20" D 20" H

Vibe Cube Ottoman
Waterproof
18" L 18" D 18" H
VIB05 Yellow Vinyl
VIB06 Gold/Bronze Vinyl
VIB07 Beige Vinyl
VIB08 Orange Vinyl
VIB01 Green Vinyl
VIB02 Blue Vinyl
VIB03 Pink Vinyl
VIB04 Red Vinyl

OTS South Beach Wedge Ottoman
Platinum Suede
25" L 31" D 18" H

OTK Half Round Ottoman
Black Leather
72" L 36" D 17" H

OTL Half Round Ottoman
White Leather
72" L 36" D 17" H

CCB Circle Ottoman
Black Leather
72" L 72" D 17" H

CCW Circle Ottoman
White Leather
72" L 72" D 17" H

CCZ Circle Ottoman
Black, White Leather
72" L 72" D 17" H

GROUP SEATING



RSTDIN



DUET



CS8



CS9



SC4



SC1



XCHR



SC9



SC10



CH002



SCF



SCC



SCE



SCD



SC8



SC3



XC3



XC6



CO4

GROUP SEATING

RSTDIN Rustique Chair with arms

Gunmetal
20" L 18" D 31" H

DUET Duet Chair

Black, Chrome

21" L 23" D 33" H

CS8 Berlin Chair

Black

18" L 22" D 32" H

CS9 Berlin Chair

Red

18" L 22" D 32" H

SC4 Jetson Chair

Black
19" L 18" D 31" H

SC1 New York Chair

Black, Maple
18" L 17" D 34" H

XCHR Christopher Chair

White Vinyl, Chrome
17" L 19" D 35" H

SC9 Panton Chair

White
20" L 24" D 33" H

SC10 Razor Chair

White
15.38" L 15.5" D 30.5" H

CH002 Wendy Chair

Clear Acrylic
15" L 20" D 36" H

SCF Fusion Chair

Black, White
19" L 21" D 32" H

SCC Fusion Chair

Clear, White
19" L 21" D 32" H

SCE Fusion Chair

Red, White
19" L 21" D 32" H

SCD Fusion Chair

Green, White
19" L 21" D 32" H

SC8 Flex Chair with wheels

24" L 22" D 31" H

SC3 Brewer Chair

Onyx, Black
20" L 20" D 32" H

XC3 Luxor Guest Chair

Black Leather
27" L 28" D 40" H

XC6 Altura Guest Chair

Black Crepe
25" L 20" D 34" H

CO4 Iso Mesh Chair

Black
26" L 24" D 38" H

COCKTAIL TABLES



COLI



C1E



C1D



C1K



C1F



C1C



C1W



C1Y

SIDE AND END TABLES



TMBTBL



NEM SAC



ETBL



AURA



EOLI



E1E



E1D



E1K



E1F



E1C



CDYTB



E1W



E1Y



CUBTBL

COCKTAIL TABLES

COLI Oliver
Cocktail Table
Walnut Finish
47" L 27" D 19" H

C1E Silverado Cocktail
Table
Glass, Chrome
36" Round 17" H

C1D Soho Cocktail Table
Espresso, Metal
38" L 38" D 18.5" H

C1K Inspiration Cocktail
Table
Glass, Brushed Steel
42" L 28" D 18" H

C1F Geo Cocktail Table
Glass, Black
50" L 22" D 16" H

C1C Geo Cocktail Table
Glass, Chrome
50" L 22" D 16" H

C1W Sydney Cocktail
Table
White, Brushed Steel
48" L 26" D 18" H

C1Y Sydney Cocktail
Table
Black, Brushed Steel
48" L 26" D 18" H

END TABLES

TMBTBL Timber Table
Wood
16" Round 17" H

NEM SAC Mosaic
Tables, Set of 3
12" L 14" D 16" H
16.5" L 15" D 18" H
20.5" L 16" D 20" H

ETBL E Table
Wood
21" L 15.5" D 27.5" H

AURA Aura Round Table
White Metal
15" Round 22" H

EOLI Oliver End Table
Walnut Finish
22" Round 22" H

E1E Silverado End Table
Glass, Chrome
24" Round 22" H

E1D Soho End Table
Espresso, Metal
26" L 26" D 27" H

E1K Inspiration
End Table
Glass, Brushed Steel
24" L 28" D 22" H

E1Y Sydney End Table
Black, Brushed Steel
27" L 23" D 22" H

E1C Geo End Table
Glass, Chrome
26" L 26" D 20" H

CDYTB Candy Table
White/Black Top
18" L 18" D 18" H

E1W Sydney End Table
White, Brushed Steel
27" L 23" D 22" H

E1Y Sydney End Table
Black, Brushed Steel
27" L 23" D 22" H

CUBTBL Edge LED
Cube Table
Plexi Top, White Plastic
20" L 20" D 20" H

CONFERENCE TABLES



CG1



CF2



CE2



OCT6W



CE1



CF1



6'-CB2



MERLIN



WD3



8'-CB3



6'-CD2



8'-CD3

6'-CC6
8'-CC7
10'-CC86'-CT06GR
8'-C508GR
10'-CT10GR

CC5



CB1



CONF42

SAMPLE CONFERENCE SETS



CONFERENCE TABLES

CG1 Manhattan Table
Glass, Black
42" Round 29"H

CF2 Geo Table, Rectangular
Glass, Black
60"L 36"D 29"H

CE2 Geo Table, Rectangular
Glass, Chrome
60"L 36"D 29"H

OCT6W Nova Oval Table
White, Silver Powder Coated Legs
71"L 36"D 29"H

CE1 Geo Table, Rounded Square
Glass, Chrome
42)L 42"D 29"H

CF1 Geo Table, Rounded Square
Glass, Black
42)L 42"D 29"H

CB2 Table
6' Graphite Nebula
72)L 42"D 29"H

MERLIN Merlin Multi Use Table
Gray Laminate, Black
46)L 29"D 30"H

WD3 Work Table
White Laminate, White
48)L 24"D 30"H

CB3 Table
8' Graphite Nebula
96)L 48"D 29"H

CD2 Table
6' Gray Nebula
72)L 42"D 29"H

CD3 Table
8' Gray Nebula
96)L 48"D 29"H

CC6 Table
6' Mahogany
72)L 36"D 29.5"H

CC7 Table
8' Mahogany
96)L 48"D 29.5"H

CC8 Table
10' Mahogany
120)L 48"D 29.5"H

CT06GR Table
6' Granite
72)L 36"D 29H

C508GR Table
8' Granite
96)L 44"D 29H

CT10GR Table
10' Granite
120)L 46"D 29H

CC5 Table
Mahogany
42" Round 29"H

CB1 Table
Graphite Nebula
42" Round 29H

CONF42 Table
White Laminate
42" Round 29H

EXECUTIVE CHAIRS



G30 COMMUNAL BAR, CAFÉ & COCKTAIL TABLES

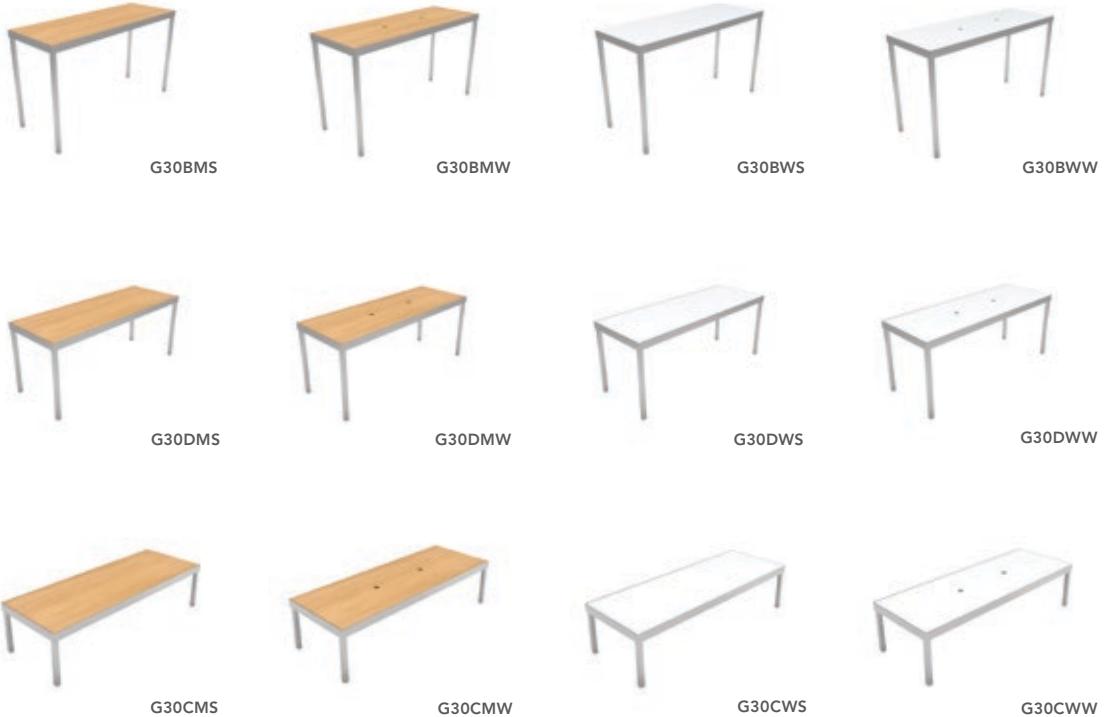


TABLE TOP OPTIONS



EXECUTIVE CHAIRS

PROEXE Pro Executive Chair
White Classic Vinyl
27.5" L 27.5" D 45.7" H
Adjustable

XC2 Luxor Executive Chair
Mid Back, Black Leather
27" L 28" D 41" H
Adjustable

XC1 Luxor Executive Chair
High Back, Black Leather
27" L 28" D 47" H
Adjustable

XC5 Altura Executive Chair

Mid Back, Black Crepe
25" L 25" D 37" H
Adjustable

XC4 Altura Executive Chair

High Back, Black Crepe
25" L 25" D 43" H
Adjustable

OTO Perth Chair

High Back, Black
23" L 21" D 43" H
Adjustable

BAR TABLES

G30BMS Bar Table
Maple Top
72" L 26" D 42" H

G30BMW Bar Table
with Grommet Holes,
Maple Top
72" L 26" D 42" H

G30BWS Bar Table
White Top
72" L 26" D 42" H

G30BWW Bar Table
with Grommet Holes,
White Top
72" L 26" D 42" H

CAFÉ TABLES

G30DMS Café Table
Maple Top
72" L 26" D 30" H

G30DMW Café Table
with Grommet Holes,
Maple Top
72" L 26" D 30" H

G30DWS Café Table
White Top
72" L 26" D 30" H

G30DWW Café Table
with Grommet Holes,
White Top
72" L 26" D 30" H

COCKTAIL TABLES

G30CMS Cocktail Table
Maple Top
72" L 26" D 18" H

G30CMW Cocktail Table
with Grommet Holes,
Maple Top
72" L 26" D 18" H

G30CWS Cocktail Table
White Top
72" L 26" D 18" H

G30CWW Cocktail Table
with Grommet Holes,
White Top
72" L 26" D 18" H

BARSTOOLS



RSTSTL



BS001



BS002



BS003



ROLLRD



ROLLGY



ROLLWH



ROLLBL



BSN



BCE



BSS



BST



BSL



BSC



BSD

BARSTOOLS

RSTSTL Rustique Barstool
Gunmetal
13" L 13" D 30" H

BS001 Shark Barstool
White, Chrome
22" L 19" D 34-44" H

BS002 Zoey Barstool
White, Chrome
15" L 16" D 26-30.5" H

BS003 Zoey Barstool
Black, Chrome
15" L 16" D 26-30.5" H

ROLLRD Lift Barstool
Red Vinyl
15" Round
23-33.5" H Adjustable

ROLLGY Lift Barstool
Gray Vinyl
15" Round
23-33.5" H Adjustable

ROLLWH Lift Barstool
White Vinyl
15" Round
23-33.5" H Adjustable

ROLLBL Lift Barstool
Black Vinyl
15" Round
23-33.5" H Adjustable

BSN Jetson Barstool
Black
18" L 19" D 29" H

BCE Ice Barstool
Transparent, Chrome
16" L 14" D 33" H

BSS Banana Barstool
Black, Chrome
21" L 22" D 30" H

BST Banana Barstool
White, Chrome
21" L 22" D 30" H

BSL Gin Barstool
Maple, Chrome
16" L 16" D 29" H

BSC Oslo Barstool
White
17" L 20" D 30" H

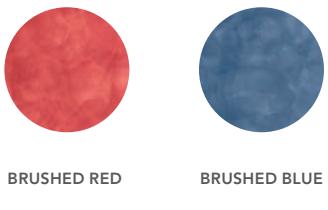
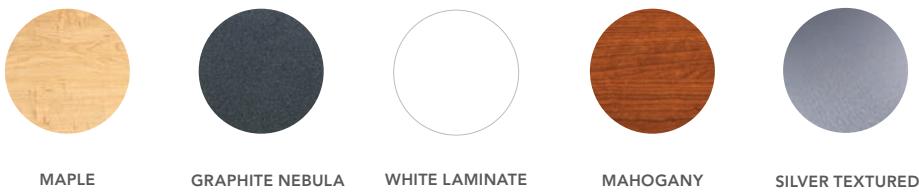
BSD Oslo Barstool
Blue
17" L 20" D 30" H



BAR TABLES



TABLE TOP OPTIONS



BAR TABLES

Standard Black Base

30" Round 42"H

VTK Maple Top

VTJ Graphite Nebula Top

30MHSB Mahogany Top

VTG Silver Textured Top

VTB Brushed Red Top

VTC Brushed Blue Top

Standard Black Base

36" Round 42"H

VTP Maple Top

VTN Graphite Nebula Top

WTW White Laminate Top

Tulip Chrome Base

30" Round 42"H

WTK Maple Top

WTJ Graphite Nebula Top

30MHTB Mahogany Top

WTS Silver Textured Top

WTB Brushed Red Top

WTC Brushed Blue Top

Tulip Chrome Base

36" Round 42"H

WTP Maple Top

WTN Graphite Nebula Top

WTW White Laminate Top



CAFÉ TABLES



SAMPLE BAR TABLE SETS



CAFÉ TABLES

Standard Black Base
 30" Round 29"H
 ZTK Maple Top
 ZTJ Graphite Nebula Top
 30MHSC Mahogany Top
 ZTG Silver Textured Top
 ZTB Brushed Red Top
 ZTC Brushed Blue Top

Standard Black Base
 36" Round 29"H
 ZTP Maple Top
 ZTN Graphite Nebula Top
 ZTQ White Laminate Top

Tulip Chrome Base
 30" Round 29"H
 XTK Maple Top
 XTJ Graphite Nebula Top
 30MHTC Mahogany Top
 XTS Silver Textured Top
 XTB Brushed Red Top
 XTC Brushed Blue Top

Tulip Chrome Base
 36" Round 29"H
 XTP Maple Top
 XTN Graphite Nebula Top
 XTR White Laminate Top



TRAINING ROOM



MERLIN



WD3

BOOKCASES & PRODUCT DISPLAYS



PMB36



PMB42



PDL



36" - PDL36W
42" - PDL42W



BC6



BC7



36" - PDL36B
42" - PDL42B



ET2



ET1

UTILITY CHAIRS



SY1



DF1

TRAINING ROOM

MERLIN Merlin Multi Use Table
Gray Laminate, Black
46" L 29" D 30" H

WD3 Work Table
White Laminate, White
48" L 24" D 30" H

BOOKCASES & PRODUCT DISPLAYS

Plastic Pedestal
Black
PMB36 24" L 24" D 36" H
PMB42 24" L 24" D 42" H

PDL Locking Door Pedestal
Black
24" L 24" D 42" H

Powered Locking Pedestal

White
PDL36W
24" L 24" D 36" H
PDL42W
24" L 24" D 42" H

BC6 Bookcase
Mahogany
36" L 13" D 71" H

BC7 Bookcase
Granite
36" L 13" D 71" H

Powered Locking Pedestal

Black
PDL36B
24" L 24" D 36" H
PDL42B
24" L 24" D 42" H

ET2 Etagere
Black
30" L 16" D 70" H

ET1 Etagere
Pewter
30" L 16" D 70" H

UTILITY CHAIRS

SY1 Altura Steno Chair
Black Crepe
25" L 26" D 21" H

DF1 Altura Drafting Stool
Black Crepe
25" L 26" D 34" H

DESKS & CREDENZAS



JD6



JD7



CR6



CR7

FILES



VF4



VF2



L26



L27

FRIDGES



R1R



R1Q

DESKS & CREDENZAS

JD6 Executive Desk
Mahogany
60" L 30" D 29" H

JD7 Executive Desk
Granite
60" L 30" D 29" H

CR6 Credenza
Mahogany
72" L 24" D 29" H

CR7 Credenza
Granite
72" L 24" D 29" H

FILES

VF4 Vertical File
4 Drawer
27" L 19" D 52" H

VF2 Vertical File
2 Drawer
27" L 19" D 28" H

L26 Lateral File
Mahogany
36" L 20" D 29" H

L27 Lateral File
Granite
36" L 20" D 29" H

FRIDGES

R1R Refrigerator
White
14.0 cubic feet
28" L 28" D 64" H

R1Q Refrigerator
White
4.0 cubic feet
20" L 22" D 33" H



MOBILE TABLET STANDS



LAMPS



LIGHTED PRODUCTS

LED color guide



MOBILE TABLET STAND ACCESSORIES

TBBCHR Brochure Holder
Black
8.625" L 1.1" D 11.325" H

TBSHLF Charging Shelf
Black
14.85" L 7.17" D 1" H

TBPNTR Wireless Printer Holder
Black
3.3" L 1.9" D 5.28" H

MOBILE TABLET STANDS

TBSTDW Mobile Tablet Stand
White
14" L 13" D 44.5" H

TBSTND Mobile Tablet Stand
Black
14" L 13" D 44.5" H

LAMPS

LA15 Mason Floor Lamp
Brushed Silver
18" Round 55" H

LA14 Mason Table Lamp
Brushed Silver
16" Round 26" H

LIGHTED PRODUCTS

CUBL20 Edge LED Cube Ottoman
White Plastic
20" L 20" D 20" H

CUBTBL Edge LED Cube Table
Plexi Top, White Plastic
20" L 20" D 20" H

BARS



Suggested Uses of Martini Bar



BARS

BRC Martini Bar Circle

Comprised of three

BR1 Martini Bars

100" L 100" D 45" H

BR1 Martini Bar

67" L 22" D 45" H



Noticeably Superior Solutions

24 hours a day, 7 days a week, 365 days a year

Nationwide Service

CORT Trade Show Furnishings is proud to offer this collection of the highest quality, design-oriented furnishings. Our nationwide distribution and professional staff is dedicated to the success of your exhibit.

Make CORT Trade Show Furnishings your furniture solution.





DELIVERY INFORMATION				LAS VEGAS DISTRICT SERVICE AREA: NV (SOUTH), AZ, NM, UT, CO, WY, ID Please fax or mail both pages to: CORT Trade Show Furnishings 3455 W. Sunset Rd., Ste B Las Vegas, NV 89118 Phone: 702-362-2552 Fax: 702-362-8556
Show Name:				
Contractor:				
Booth Number(s):		Show Date:		
Venue:				

ORDER INFORMATION		PAYMENT INFORMATION	
Exhibiting Co:		Order Total:	
Address:		Late Order Fee:	(Add 30%)
City, State, Zip:		State Tax:	(excluding NV, CA & OR)
Phone:		TOTAL DUE:	
Fax:		Credit Card:	
Contact:		Exp Date:	BILLING ZIP CODE:
Email:		Name (Print):	
Authorized By:		Signature:	

PAYMENT: In order to guarantee delivery, all orders must be received and full payment made no later than 14 days prior to the show. Payment may be made by credit card or a check drawn on a U.S. bank unless prior arrangements were made.

LATE ORDERS: Orders received within 14 days prior to show opening are subject to a 30% late order fee.

CANCELLATIONS: If cancelled within 14 days prior to move-in, a 50% charge will be applied. Cancellations made after move-in begins receive no refund.

CODE	QTY	ITEM	DESCRIPTION	2015	TOTAL
PREMIER COLLECTIONS					
CHR003		Roma Chair	White Vinyl	\$ 409	
SFA003		Roma Sofa	White Vinyl	\$ 599	
CHR001		Mirabel Chair	Brown Leather	\$ 386	
SFA001		Mirabel Sofa	Brown Leather	\$ 592	
CHR002		Allegro Chair	Blue Fabric	\$ 369	
SFA002		Allegro Sofa	Blue Fabric	\$ 525	
OCB		Key West Chair	Black	\$ 299	
LSM		Key West Loveseat	Black	\$ 369	
SOM		Key West Sofa	Black	\$ 423	
OTS		South Beach Ottoman	Platinum Suede	\$ 239	
SO1		South Beach Sofa	Platinum Suede	\$ 499	
SO2		South Beach Sectional	Platinum Suede, 3pc	\$ 1,198	
TANCHR		Tangiers Chair	Beige Textured	\$ 324	
TANSOF		Tangiers Sofa	Beige Textured	\$ 499	
NPLCHR		Naples Chair	Black Vinyl	\$ 439	
NPLLOV		Naples Loveseat	Black Vinyl	\$ 529	
NPLSOF		Naples Sofa	Black Vinyl	\$ 629	
HC008		Heathrow Corner Chair	Black Vinyl	\$ 419	
HCH08		Heathrow Chair	Black Vinyl	\$ 389	
HEA08		Heathrow Sofa	Black Vinyl	\$ 499	
HS008		Heathrow Sectional	Black Vinyl, 3pc	\$ 1,309	
OCASIONAL CHAIRS					
CCE		Ice Chair	Transparent, Chrome	\$ 165	
LABREA		Le Brea Swivel Chair	Charcoal Gray	\$ 309	
MADGRY		Madden Arm Chair	Light Gray, Vinyl	\$ 319	
BCW		Madrid Chair	White Leather	\$ 562	
OCH		Madrid Chair	Black Leather	\$ 562	
SWAN		Swanson Swivel Chair	White Vinyl	\$ 269	
OCA		T-Vac Chair	Translucent, Chrome	\$ 209	
MEETING CHAIRS					
OCMESP		Meeting Chair	Espresso Leather	\$ 209	
OCMTAU		Meeting Chair	Taupe Fabric	\$ 205	
GROUP SEATING					
XC6		Altura Guest Chair	Black Crepe	\$ 232	
CS8		Berlin Chair	Black, White	\$ 95	
CS9		Berlin Chair	Red, White	\$ 95	
SC3		Brewer Chair	Onyx, Black	\$ 131	
XCHR		Christopher Chair	White Vinyl, Chrome	\$ 79	
DUET		Duet Chair	Black, Chrome	\$ 49	

CODE	QTY	ITEM	DESCRIPTION	2015	TOTAL
SC8		Flex Chair w/ Wheels	Black	\$ 129	
SCC		Fusion Chair	Clear, White	\$ 105	
SCD		Fusion Chair	Green, White	\$ 105	
SCE		Fusion Chair	Red, White	\$ 105	
SCF		Fusion Chair	Black, White	\$ 105	
CO4		Iso Mesh Chair	Black	\$ 221	
SC4		Jetson Chair	Black	\$ 145	
XC3		Luxor Guest Chair	Black Leather	\$ 261	
SC1		New York Chair	Black, Maple	\$ 145	
SC9		Panton Chair	White	\$ 149	
SC10		Razor Armless Chair	White	\$ 59	
RSTDIN		Rustique Chair w/ arms	Gunmetal	\$ 109	
CH002		Wendy Chair	Clear Acrylic	\$ 89	
EXECUTIVE CHAIRS					
OTO		Perth High Back	Black	\$ 318	
PROEXE		Pro Executive High Back	White Classic Vinyl	\$ 279	
XC1		Luxor High Back	Black Leather	\$ 302	
XC2		Luxor Mid Back	Black Leather	\$ 284	
XC4		Altura High Back	Black Crepe	\$ 278	
XC5		Altura Mid Back	Black Crepe	\$ 255	
UTILITY CHAIRS					
DF1		Altura Drafting Stool	Black Crepe	\$ 229	
SY1		Altura Steno Chair	Black Crepe	\$ 149	
BARSTOOLS					
BCE		Ice Barstool	Transparent, Chrome	\$ 199	
BS001		Shark Barstool	White, Chrome	\$ 239	
BS002		Zoey Barstool	White, Chrome	\$ 219	
BS003		Zoey Barstool	Black, Chrome	\$ 219	
BSC		Oslo Barstool	White	\$ 197	
BSD		Oslo Barstool	Blue	\$ 197	
BSL		Gin Barstool	Maple, Chrome	\$ 149	
BSN		Jetson Barstool	Black	\$ 200	
BSS		Banana Barstool	Black, Chrome	\$ 187	
BST		Banana Barstool	White, Chrome	\$ 187	
ROLLBL		Lift Barstool	Black Vinyl	\$ 159	
ROLLGY		Lift Barstool	Gray Vinyl	\$ 159	
ROLLRD		Lift Barstool	Red Vinyl	\$ 159	
ROLLWH		Lift Barstool	White Vinyl	\$ 159	
RSTSTL		Rustique Barstool	Gunmetal	\$ 99	

SHOW NAME:					BOOTH:		
CODE	QTY	ITEM	DESCRIPTION	2015	TOTAL		
BARS							
BR1		Martini Bar	Gray Metal, Frosted Glass Top	\$ 1,011			
BRC		Martini Bar Circle	3 Martini Bars	\$ 2,911			
OTTOMANS							
BNO08		Bench Ottoman	Black Vinyl	\$ 309			
BNO75		Bench Ottoman	White Vinyl	\$ 309			
CCB		Circle Ottoman	Black Leather	\$ 479			
CCW		Circle Ottoman	White Leather	\$ 479			
CCZ		Circle Ottoman	Black/White Leather	\$ 479			
CUBL20		Edge LED Cube Ottoman	White, Plastic	\$ 148			
END02B		Endless Square Ottoman	Black	\$ 269			
END02W		Endless Square Ottoman	White	\$ 269			
OSC		Milano Cube Ottoman	White Leather	\$ 95			
OTH		Milano Cube Ottoman	Black Leather	\$ 95			
OTK		Half Round Ottoman	Black Leather	\$ 290			
OTL		Half Round Ottoman	White Leather	\$ 290			
PUZZSW		Puzzle Bench Ottoman	White	\$ 232			
SAL		Sally Stool/Ottoman	White	\$ 69			
VIB01		Vibe Cube Ottoman	Green Vinyl	\$ 105			
VIB02		Vibe Cube Ottoman	Blue Vinyl	\$ 105			
VIB03		Vibe Cube Ottoman	Pink Vinyl	\$ 105			
VIB04		Vibe Cube Ottoman	Red Vinyl	\$ 105			
VIB05		Vibe Cube Ottoman	Yellow Vinyl	\$ 105			
VIB06		Vibe Cube Ottoman	Gold/Bronze Vinyl	\$ 105			
VIB07		Vibe Cube Ottoman	Beige Vinyl	\$ 105			
VIB08		Vibe Cube Ottoman	Orange Vinyl	\$ 105			
COCKTAIL TABLES							
C1C		Geo Cocktail Table	Glass, Chrome	\$ 189			
C1D		Soho Cocktail Table	Espresso, Metal	\$ 299			
C1E		Silverado Cocktail Table	Glass, Chrome	\$ 209			
C1F		Geo Cocktail Table	Glass, Black	\$ 189			
C1K		Inspiration Cocktail Table	Glass, Brushed Steel	\$ 233			
C1W		Sydney Cocktail Table	White, Brushed Steel	\$ 212			
C1Y		Sydney Cocktail Table	Black, Brushed Steel	\$ 212			
COLI		Oliver Cocktail Table	Walnut Finish	\$ 180			
SIDE & END TABLES							
AURA		Aura Round Table	White Metal	\$ 109			
CDYTB		Candy Table	Black Top	\$ 159			
CUBTBL		Edge LED Cube Table	Plastic, Plexi Top	\$ 149			
E1C		Geo End Table	Glass, Chrome	\$ 185			
E1D		Soho End Table	Espresso, Metal	\$ 269			
E1E		Silverado End Table	Glass, Chrome	\$ 199			
E1F		Geo End Table	Glass, Black	\$ 185			
E1K		Inspiration End Table	Glass, Brushed Steel	\$ 219			
E1W		Sydney End Table	White, Brushed Steel	\$ 191			
E1Y		Sydney End Table	Black, Brushed Steel	\$ 191			
EOLI		Oliver End Table	Walnut Finish	\$ 160			
ETBL		E Table	Wood	\$ 134			
NEMSAAC		Mosaic Tables	Set of 3	\$ 219			
TMBTBL		Timber Table	Wood	\$ 129			
CONFERENCE & TRAINING TABLES							
C508GR		8' Table	Granite	\$ 419			
CB1		42" Round Table	Graphite Nebula	\$ 289			
CB2		6' Conference Table	Graphite Nebula	\$ 355			
CB3		8' Conference Table	Graphite Nebula	\$ 419			
CC5		42" Round Table	Mahogany	\$ 289			
CC6		6' Table	Mahogany	\$ 355			
CC7		8' Table	Mahogany	\$ 419			
CC8		10' Table	Mahogany	\$ 629			
CD2		6' Conference Table	Gray Nebula	\$ 355			
CD3		8' Conference Table	Gray Nebula	\$ 419			
CE1		Geo Table, Rnd Sq	Glass, Chrome	\$ 239			
CE2		Geo Table, Rectangle	Glass, Chrome	\$ 339			
CF1		Geo Table, Rnd Sq	Glass, Black	\$ 239			
CF2		Geo Table, Rectangle	Glass, Black	\$ 339			
CG1		Manhattan Table	Glass, Black	\$ 249			
CONF42		42" Round Table	White Laminate	\$ 289			
CT06GR		6' Table	Granite	\$ 355			
CT10GR		10' Table	Granite	\$ 629			
OCT6W		Nova Oval Table	White, Silver Legs	\$ 399			
MERLIN		Merlin Multi Use Table	Gray Laminate, Black	\$ 259			
WD3		Work Table	White Laminate, White	\$ 249			
G30 COMMUNAL TABLES							
G30BMS		G30 Bar Table	Maple Top	\$ 499			
G30BWS		G30 Bar Table	White Top	\$ 499			
G30CMS		G30 Cocktail Table	Maple Top	\$ 279			
G30CWS		G30 Cocktail Table	White Top	\$ 279			
G30DMS		G30 Café Table	Maple Top	\$ 399			
G30DWS		G30 Café Table	White Top	\$ 399			
G30 COMMUNAL TABLES W/ GROMMET HOLES							
G30BMW		G30 Bar Table	Maple Top	\$ 499			
G30BWW		G30 Bar Table	White Top	\$ 499			
G30CMW		G30 Cocktail Table	Maple Top	\$ 279			
G30CWW		G30 Cocktail Table	White Top	\$ 279			
G30DMW		G30 Café Table	Maple Top	\$ 399			
G30DWW		G30 Café Table	White Top	\$ 399			
BAR TABLES W/ STANDARD BLACK BASE							
30MHSB		30" Round Bar Table	Mahogany Top	\$ 217			
VTB		30" Round Bar Table	Brushed Red Top	\$ 185			
VTC		30" Round Bar Table	Brushed Blue Top	\$ 185			
VTG		30" Round Bar Table	Silver Textured Top	\$ 185			
VTJ		30" Round Bar Table	Graphite Nebula Top	\$ 185			
VTK		30" Round Bar Table	Maple Top	\$ 185			
VTN		36" Round Bar Table	Graphite Nebula Top	\$ 199			
VTP		36" Round Bar Table	Maple Top	\$ 199			
VTW		36" Round Bar Table	White Laminate Top	\$ 199			
BAR TABLES W/ TULIP CHROME BASE							
30MHTB		30" Round Bar Table	Mahogany Top	\$ 285			
WTB		30" Round Bar Table	Brushed Red Top	\$ 285			
WTC		30" Round Bar Table	Brushed Blue Top	\$ 285			
WTJ		30" Round Bar Table	Graphite Nebula Top	\$ 285			
WTK		30" Round Bar Table	Maple Top	\$ 285			
WTS		30" Round Bar Table	Silver Textured Top	\$ 285			
WTN		36" Round Bar Table	Graphite Nebula Top	\$ 299			
WTP		36" Round Bar Table	Maple Top	\$ 299			
WTW		36" Round Bar Table	White Laminate Top	\$ 299			
CAFE TABLES W/ STANDARD BLACK BASE							
30MHSC		30" Round Café Table	Mahogany Top	\$ 208			
ZTB		30" Round Café Table	Brushed Red Top	\$ 169			
ZTC		30" Round Café Table	Brushed Blue Top	\$ 169			
ZTG		30" Round Café Table	Silver Textured Top	\$ 169			
ZTJ		30" Round Café Table	Graphite Nebula Top	\$ 169			
ZTK		30" Round Café Table	Maple Top	\$ 169			
ZTN		36" Round Café Table	Graphite Nebula Top	\$ 184			
ZTP		36" Round Café Table	Maple Top	\$ 184			
ZTQ		36" Round Café Table	White Laminate Top	\$ 184			
CAFE TABLES W/ TULIP CHROME BASE							
30MHTC		30" Round Café Table	Mahogany Top	\$ 269			
XTB		30" Round Café Table	Brushed Red Top	\$ 269			
XTC		30" Round Café Table	Brushed Blue Top	\$ 269			
XTJ		30" Round Café Table	Graphite Nebula Top	\$ 269			
XTK		30" Round Café Table	Maple Top	\$ 269			
XTS		30" Round Café Table	Silver Textured Top	\$ 269			
XTN		36" Round Café Table	Graphite Nebula Top	\$ 285			
XTP		36" Round Café Table	Maple Top	\$ 285			
XTR		36" Round Café Table	White Laminate Top	\$ 285			
BOOKCASES & PRODUCT DISPLAYS							
BC6		Bookcase	Mahogany	\$ 289			
BC7		Bookcase	Granite	\$ 259			
ET1		Etagere	Pewter, Metal/Glass	\$ 259			
ET2		Etagere	Black, Metal/Glass	\$ 259			
PDL		Locking Pedestal	Black	\$ 359			
PMB36		Plastic Pedestal, 36"	Black	\$ 299			
PMB42		Plastic Pedestal, 42"	Black	\$ 349			
PDL36B		Powered Locking Pedestal, 36"	Black	\$ 359			
PDL36W		Powered Locking Pedestal, 36", White	White	\$ 359			
PDL42B		Powered Locking Pedestal, 42"	Black	\$ 429			
PDL42W		Powered Locking Pedestal, 42", White	White	\$ 429			
DESKS & CREDENZAS							
JD6		Executive Desk	Mahogany	\$ 419			
JD7		Executive Desk	Granite	\$ 409			
CR6		Credenza	Mahogany	\$ 419			
CR7		Credenza	Granite	\$ 399			
L26		Lateral File	Mahogany	\$ 329			
L27		Lateral File	Granite	\$ 319			
VF2		Vertical File, 2 Drawer	Light Gray	\$ 140			
VF4		Vertical File, 4 Drawer	Light Gray	\$ 191			
FRIDGES							
R1Q		Refrigerator, Small	White, 4.0 cubic feet	\$ 229			
R1R		Refrigerator, Large	White, 14.0 cubic feet	\$ 652			
MOBILE TABLET STANDS							
TBSTDW		Mobile Tablet Stand	White	\$ 209			
TBSTDN		Mobile Tablet Stand	Black	\$ 209			
TBBCHR		Brochure Holder	Black	\$ 49			
TBNPTR		Wireless Printer Holder	Black	\$ 49			
TBSHLF		Charging Shelf	Black	\$ 49			
LAMPS							
LA14		Mason Table Lamp	Brushed Silver	\$ 108			
LA15		Mason Floor Lamp	Brushed Silver	\$ 165			



Wynn Las Vegas
November 2-5, 2014 | Las Vegas, NV

Lead Management Offering Guide

Order Online:

<http://capturellc.co/VIVA2015>

Final Deadline To Order: October 9, 2015

Questions? 800-201-2588 ext. 103

sales@captureleads.com

Order now to maximize your Tradeshow participation!

Lead retrieval can be used to collect electronic information of attendees that visit your booth. Optional survey questions or free-flow text can be added for \$50 dollars. Options are detailed below. Use the online form to complete your order.

OPTIONS	Included	Conditions	Price
<h3>Mobile Lead Retrieval App</h3>			
	<p>Capture leads on your own smartphone anywhere. Either scan the QR code on the badge (if applicable at your show) or enter in a Badge ID. Works with iPhone, iPad and Android devices. All leads captured are consolidated across the activations into a single account.</p>	<ul style="list-style-type: none">3 Activations total from a combination of<ul style="list-style-type: none">iPhone*iPad*Android*Custom Survey (<i>If selected during your order; additional fees may apply</i>)	<ul style="list-style-type: none">Blackberry/Windows version not available.Data rates apply for all data synchronizations. <p>\$ 450.00</p>
<p>*iPhone 4 or higher; IOS 6 or higher, Android 4.0 or higher</p>			
<h3>Tablet Lead Retrieval</h3>			
	<p>Rent an Android device from us! The same lead retrieval application on a sturdy Android device with long battery life. Either scan the QR code on the badge (if applicable at your show) or enter in a Badge ID.</p>	<ul style="list-style-type: none">1 single activationHigh resolution camera for optimal scanningCustom Survey (<i>If selected during your order; additional fees may apply</i>)	<ul style="list-style-type: none">Leads uploaded and available via secure website within 48 hours of show floor close.Lead upload only supported in limited wireless areas. <p>\$ 400.00</p>
<h3>Mobile Scanner</h3>			
	<p>If you are looking for a "scan and go" high speed solution, the mobile scanner uses an integrated high speed scanner in a small portable device. Long battery life and ruggedized design.</p>	<ul style="list-style-type: none">1 single activationHigh speed scanningStylus for screen controlCustom Survey (<i>If selected during your order; additional fees may apply</i>)	<ul style="list-style-type: none">Leads uploaded upon return and available via secure website within 48 hours of show floor close.Lead upload only supported in limited wireless areas. <p>\$ 350.00</p>

Order Online:

<http://capturellc.co/VIVA2015>

Final Deadline To Order: October 9, 2015

Questions? 800-201-2588 ext. 103 or

sales@captureleads.com

If you require satellite session attendance tracking, please refer to Capture Technologies' online store or contact (800-201-2588 ext. 103 or sales@captureleads.com) to ensure you have secured the correct units.

Please refer to the online order form for purchase details and terms and conditions.

Orders placed after the deadline will incur a \$50 surcharge.